**AMENDED BYLAWS**

**OF**

**CHILD CARE COORDINATING COUNCIL OF NEVADA COUNTY**

**ARTICLE I**

**PURPOSE AND SCOPE OF RESPONSIBILITY**

SECTION 1. PURPOSE

The purpose of the Child Care Coordinating Council of Nevada County (hereafter referred to as the 'Council') shall be to identify child care and development services priorities, to enhance cooperation among children services, interest groups and agencies, to develop a strategic long range plan for a broad spectrum of child care and development services, to advocate for support of child care and development services at the local, state and federal levels of government. The Council is prohibited from engaging in the provision of direct services.

SECTION 2. SCOPE OF RESPONSIBILITY

The Council responsibilities will be Pursuant to Code: Part 6, Chapter 2.3, Section 13.

**ARTICLE II**

**MEMBERSHIP, TERMS AND VACANCIES**

SECTION 1. MEMBERSHIP

The Council shall consist of 10 individuals. Every effort shall be made to ensure that the ethnic, racial, and geographic composition of the Council is reflective of the ethnic, racial, and geographic distribution of the county population. At least 20% of the membership will be from each of the following categories:

1. Child Care Providers - persons providing child care services or persons

representing child care providers.

2. Child Care Consumers - either a parent or person who has received child

care services within 36 months.

3. Public Agency Representatives - persons who represent a city, a county, a

city and a county, or a local education agency.

4. Community Representatives - persons who represent an agency or business

that provides private funding for child care services, or who advocates for

child care services through participation in civic or community-based

organizations but is not a child care provider and does not contract with the

California Department of Education to provide child care and development

services.

5. Discretionary Representatives - persons recommended for appointment at

the discretion of the Board of Supervisors and the Superintendent of

Schools.

SECTION 2. MEMBER TERMS

The Board of Supervisors, by resolution*,* and the Superintendent of Schools shall establish the terms and other conditions of appointment for the members of the Council.

Members appointed by the Board of Supervisors and the Superintendent of Schools shall serve shall serve a two year term. At the completion of a term, members so appointed may reapply to the appointing authority.

SECTION 3. VACANCIES

The Board of Supervisors shall publicize vacancies in the areas of representation in which they occur. The Superintendent of Schools shall appoint a representative to fill vacancies in the areas of representation in which they occur. The Council may also submit recommendations for appointment.

ARTICLE III

# MEETINGS AND ATTENDANCE

SECTION 1. MEETINGS

The Council shall meet at least ten (10*)* times per year. At least two (2) meetings will be held in Eastern Nevada County. The Council shall conduct an annual organization meeting each June for the purpose of electing officers, reviewing attendance and filling vacancies. All meetings requiring action by the Council must achieve a quorum of a simple majority of the appointed members. Additional meetings, including public hearings, may be scheduled by the presiding officer as needed. All meetings are subject to the Brown Act.

SECTION 2. ATTENDANCE

Attendance of members shall be monitored yearly and reviewed at the annual meeting in June. Members that miss ~~4~~ or more of the 10 meetings in that year will be recommended for replacement to the appointing authority.

ARTICLE IV

OFFICERS AND OFFICERS' DUTIES

SECTION 1. OFFICERS

The officers of the council shall consist of the Chairperson, Vice-Chairperson, Treasurer and Recording Secretary. These officers shall be elected by a majority vote of the members present at the annual meeting in June and shall serve for one year. Officers may be re-elected for one additional term.

SECTION 2. DUTIES OF OFFICERS

It shall be the duty of the Chairperson to call meetings, set agenda, make assignments and preside over meetings of the Council.

It shall be the duty of the Vice-Chairperson to perform the duties of the chairperson in the absence of that officer or any other absent officer.

It shall be the duty of the Treasurer to meet with representatives of the legal entity to establish, review and modify the Council budget. The Treasurer shall present a Treasurer’s report at each Council meeting.

It shall be the duty of the Recording Secretary to mail notices of any Council meetings, maintain a record of membership on the Council and members' attendance at Council meetings, record minutes of all Council meetings, other secretarial duties as required, and provide legal notice. These duties may be assigned to Council staff when appropriate.

ARTICLE V

CONFLICT OF INTEREST

No member of the Council shall participate in a vote if he or she has a proprietary interest in the outcome of the matter being voted upon.

ARTICLE VI

COMMITTEES

Committees to address special needs or requirements of the Council may be appointed by the Chairperson as needed and shall serve in ad hoc status.

ARTICLE VII

LEGAL ENTITY

The Council shall execute, or cause to be executed, a Memorandum of Understanding with the Council's designated legal entity at the time of the annual organization meeting. The Memorandum of Understanding will be signed by the Council Chairperson and the authorized representative of the legal entity**.**

ARTICLE VIII

AMENDMENTS TO BYLAWS

Recommendations for changes to these Bylaws shall be amended by 7 of the 10 members of the Council provided that written notice of any proposed amendments has been sent to all members at least fourteen (14) days prior to the meeting at which the proposed amendments will be voted upon. A meeting will be held in both Eastern and Western Nevada County for purposes of adopting and amending the Council's Bylaws. All amendments to these Bylaws shall be recommended to the Board of Supervisors and the Superintendent of Schools for approval.

Adopted this day \_January 23, 2001 by the Board of Supervisors