

By-Laws

Hampshire County Select Boards Association

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**ARTICLE 1
Name**

The name of this organization shall be the "HAMPSHIRE COUNTY SELECT BOARDS ASSOCIATION".

**ARTICLE 2
Purpose**

The purpose of the Association shall be to promote and keep intact the principles of town government; to advance and protect the social and economic interests and rights of all the towns in Hampshire County; to assist and support the Massachusetts Selectmen's Association in like efforts relating to all the towns in Massachusetts; and to obtain the benefits deriving from personal association with others having similar ideals and responsibilities. The Association shall be non-sectarian and non-partisan in its attitudes and procedures.

**ARTICLE 3
Membership**

Section I. Any Hampshire County active Select Board member or Massachusetts former Select Board member residing in Hampshire County shall be eligible, and may become a member upon paying the annual dues for the fiscal year then current. Any member whose dues have not been paid for two years shall be dropped automatically from the membership roll.

Section II. Annual dues shall be determined at the Annual Meeting.

**ARTICLE 4
Officers**

Section I. Every member shall be eligible to hold any office in the Association.

Section II. The Association shall elect a President, Vice-President, Treasurer, Secretary, and one member of the Hampshire County Executive Board.

Section III. All officers shall be elected by ballot at the annual meeting to serve one year. The President shall be an active Select Board member when elected, but may be re-elected for a second year, if he or she has become an Ex-Select Board member during the first one year term. The term of office shall begin at the close of the annual meeting at which they are elected. The Secretary and Treasurer shall be active Select Board members when elected for the first time; but may be re-elected annually for an indefinite number of times. A person may not serve as President for more than two consecutive years, but may serve again a year after the previous terms.

Section IV. The duties of the President, Vice-President, Secretary, and Treasurer shall be as usually understood and provided in organizations of this nature.

Section V. Any vacancies in office occurring between Annual Meetings shall be filled by appointment by the President with the approval of the majority of the Hampshire County Executive Committee. If the President is absent the office shall be filled by the Vice-President and successively by the elected officers in the order named in Section II of this Article.

Section VI. The Secretary shall record all business transacted at all meetings of the Association and meetings of the Executive Board. A copy shall be sent to the President. These records shall be at all times open to all members of the Association.

ARTICLE 5 Meetings

Section I. The annual meeting of the Hampshire County Select Boards Association shall be held in December.

Section II. The meetings of the Hampshire County Select Boards Association shall be held quarterly.

Section III. Special meetings may be called by the President or a majority of the Executive Board.

Section IV. The President shall preside at all meetings and meetings of the Executive Committee, and shall have the same power as a Moderator in a Massachusetts Town Meeting.

Section V. In the absence of the President, the following Officers shall act: in his place in the order named: Vice-President, Secretary, and Treasurer.

Section VI. Notices of Meetings shall be emailed by the Secretary to all members at least 15 days in advance thereof. The Notice shall set forth the purpose of the meeting.

Section VII. Ten members of the Hampshire County Select Boards Association shall constitute a quorum for the transaction of business at any duly called meeting. A majority of the members of the Executive Board shall constitute a quorum.

ARTICLE 6 Nominations

Section I. The Executive Committee shall appoint a Nominating Committee of three members. No two members of this committee may come from the same town.

Section II. The Nominating Committee shall appoint its own Chair from its membership. The President shall not be a member of the Nominating Committee.

Section III. The Nominating Committee shall nominate a candidate for each elective office to be filled at the annual meeting. No two candidates may come from the same town. Additional nominations may be made from the floor, and voting shall not be limited to the nominations of the Nominating Committee.

ARTICLE 7
Executive Board

Section I. The Executive Board shall consist of all the current elected officers and the At-Large members.

Section II. The Executive Board shall have general supervision of the affairs of the Association. It shall have the power and authority to transact any and all business proper to the purpose of the Association which may arise in the interval between meetings of the Hampshire County Select Boards Association. It is subject to the orders of the Association, and none of its acts shall conflict with action taken by the Association.

Section III. The President or the President's designee shall serve as a member of the Massachusetts Selectmen's Association Executive Board.

ARTICLE 8
Finances

Section I. The fiscal year of the Hampshire County Select Boards Association shall correspond to the state fiscal year.

Section II. Bills shall only be paid by the Treasurer when approved by the Executive Committee.

Section III. The accounts of the Hampshire County Select Boards Association shall be audited at least once annually under the direction of the Executive Committee.

ARTICLE 9
Amendments

Section I. Amendments to these By-Laws shall be by vote of two-thirds of the members voting at an Annual or other meeting, provided that notice of any proposed amendment shall have been emailed to all members at least fifteen days prior to said meeting.