

**NORTH CAROLINA
GEOGRAPHIC INFORMATION COORDINATING COUNCIL**

LOCAL GOVERNMENT COMMITTEE

BYLAWS

August 1, 2002

Article I. Name

The name of this organization shall be the Local Government Committee, hereinafter referred to as the LGC, of the North Carolina Geographic Information Coordinating Council. The North Carolina Geographic Information Coordinating Council, hereinafter referred to as the Council, was established by North Carolina General Statutes §143-725 through 143-727 in August 2001.

Article II. Purpose

Local government agencies in North Carolina are major users of GIS technology and are primary developers of geographic data. Along with State and Federal governmental units, local government agencies contribute to GIS partnerships that can only be fully and practically utilized with a statewide focus and cooperative effort. Policy and procedures for data distribution, technical standards, funding, data collection, and other matters related to the most effective use of geographic information and GIS technology should be coordinated with other local government agencies and with State and Federal government users and developers of geographic data in North Carolina.

The LGC shall aid in the coordination of data activities in North Carolina. The LGC shall abide by the policies and procedures set forth in these bylaws.

Article III. Objectives

The objectives of the LGC are as follows:

- Sec. 1. To establish a forum for organizations that represent local government GIS users and data producers in the state to share knowledge and ideas about GIS policies, data, technology, applications, and related information.
- Sec. 2. To inform local government users of geographic information about the status of GIS activities in the state, GIS efforts in state government, and the actions of the Council.
- Sec. 3. To advise the Council on issues, problems, and opportunities relating to GIS within local governments in North Carolina.

Article IV. Committee Membership

Sec. 1. Membership shall be comprised of a single representative of each of the following organizations:

Association of Regional Council Executive Directors
NC Association of County Commissioners
NC Chapter of the Urban and Regional Information Systems Association (NC URISA)
NC League of Municipalities
NC Local Government Information Systems Association (NC LGISA)
NC Property Mappers Association (NC PMA)

Representatives of NC LGISA, NC PMA, and NC URISA shall be members in good standing of their respective organizations and shall be employees of local government. NCLGISA, NC PMA, and NC URISA are encouraged to appoint an officer or member of their Executive Board as representative to the LGC.

Representatives of the NC Association of County Commissioners and of the NC League of Municipalities shall be employees of a county and municipal government respectively. The NC Association of County Commissioners and the NC League of Municipalities may also designate staff members as *ex officio* non-voting members of the LGC.

The representative of the Association of Regional Council Executive Directors shall be an employee of one of the lead regional organizations.

Sec. 2. All members attending a general meeting may vote.

Sec. 3. Member organizations shall appoint representatives each July. The number of terms of the representatives on the LGC shall be determined by the respective member organizations. If a vacancy occurs on the LGC, the member organization will make an appointment to fill the unexpired term.

Sec. 4. The LGC shall appoint two (2) persons representing local government to the Statewide Mapping Advisory Committee (SMAC). At the request of the chair of the GIS Technical Advisory Committee (TAC), the LGC may appoint representatives with appropriate technical competence to serve on TAC committees. The SMAC and TAC representatives do not need to be members of the LGC, but must be employees of local government.

Article V. Officers

Sec. 1. The LGC shall elect from among its members a Chair, who shall also serve as representative to the Council. The Chair may not already serve in another capacity on the Council. The Chair will be elected at the first meeting of the LGC after July 1.

Sec. 2. The term of the Chair shall be for one year. The LGC may reelect the Chair.

Article VI. Duties of the Officers

Sec. 1. The LGC Chair shall in general coordinate all of the business and affairs of the LGC and shall represent the LGC on the Council. He/she shall preside at all meetings of the LGC and shall be responsible for the implementation of the LGC's decisions.

Sec. 2. The Chair shall serve as a member of the Council's Management and Operations Committee, or shall appoint a substitute.

Article VII. Meetings

All meetings of the LGC are open to the public. The LGC shall conduct meetings in accordance with the following guidelines:

Sec. 1. LGC meetings shall be held at least four times a year, generally in the interim between Council meetings. Attendance at meetings may be in person or by telephone or other electronic media. Notice of the meetings must be provided at least 10 days before the meeting.

Sec. 2. Additional meetings of the LGC may be called by the Chair to discuss and take action on critical issues.

Article VIII. Quorum

Sec. 1. A quorum is necessary for LGC meetings. A quorum is established when more than one-half of the members of the LGC, exclusive of vacancies, are present at a meeting.

Sec. 2. A majority of affirmative votes on any issue will establish an LGC decision.

Article IX. Amendment of Bylaws

The power to approve, change, repeal or amend the Bylaws of the LGC rests with the Council. A motion to approve or change the Bylaws may be made at any time by a voting member of the LGC. A two-thirds supporting majority vote of the LGC is required to request Council action on LGC Bylaws. Notice of the meeting where a vote is to be taken must have been provided at least 10 days before the meeting.

Article X. Parliamentary Procedure

Meetings may be conducted in an informal manner by the Chair, but Robert's Rules of Order (Revised) may be invoked at any time by a majority vote of the members present.

Article XI. Obligations and Expenses

The North Carolina Center for Geographic Information and Analysis (CGIA) provides staff support for the Council and its committees. CGIA will be responsible for routine operations of the LGC, including communications and membership file maintenance. Participation in meetings by LGC members will be the obligation of each member's agency or organization.

With a two-thirds majority affirmative supporting vote of the Geographic Information Coordinating Council, the Bylaws of the Local Government Committee are hereby approved.

Dempsey Benton
Chair, Geographic Information Coordinating Council

August 21, 2002
Date of Adoption