

BYLAWS OF THE BLAIR COUNTIANS FOR DRUG FREE COMMUNITIES

ARTICLE I

NAME – The name of this coalition shall be:

Blair Countians for Drug Free Communities

ARTICLE II

Vision: Blair County will be a drug free community.

Mission: To make Blair County a drug free community, the coalition will work to:

- Reduce substance abuse among youth and, over time, among adults by addressing the factors in the community that increase the risk of substance abuse and promoting the factors that minimize the risk of substance abuse. (Substances include, but are not limited to narcotics, depressants, stimulants, hallucinogens, cannabis, inhalants, alcohol and tobacco, where their use is prohibited by Federal, State or local law.)
- Establish and strengthen collaboration among communities, private nonprofit agencies, Federal, State, local and tribal governments to support the efforts of community coalitions to prevent and reduce substance abuse among youth.
- Educate the community about risk and protective factors that impact alcohol and other drug use.

ARTICLE III

MEMBERSHIP

Section 1: Membership and level of participation

Membership in the Coalition shall be open to any individual or organization interested in achieving the vision and mission of the Coalition upon application to the Coalition.

ARTICLE IV

OFFICERS

Section 1: Number and Title

The officers of this Coalition shall be the Chairperson, Vice Chairperson, and Secretary. The officers must be participating members of the Coalition and have served on a committee for at least one year.

Section 2: Election, Term and Vacancies

The officers of the Coalition shall hold office for a term of three years, or until their respected successors are appointed or elected.

The Steering Committee shall select a Nominating Committee comprised of three members who are not officers of the coalition. The Nominating Committee will present their slate of officers at the November meeting.

The election of officers will take place at the January meeting.

The term of the officers shall coincide with the calendar year (January 1 – December 31).

In the event of a vacancy in the office of Chairperson, the Vice Chairperson will succeed for the balance of the term. A vacancy in other offices shall be filled by appointment of the Steering Committee as soon as possible.

Section 3: Chairperson

The Chairperson shall call and preside at all meetings of the Coalition. He/she shall have general executive supervision over the affairs of the Coalition.

Section 4: Vice Chairperson

The Vice Chairperson shall have all powers and perform all the duties of the Chairperson in his/her absence.

Section 5: Secretary

The Secretary shall record the minutes of the meetings and disseminate to the membership of the Coalition 2 weeks prior to the next scheduled meeting (unless time sensitive information needs to be published earlier).

The Secretary shall maintain a list of the current membership and distribute it to the Coalition at the annual meeting.

ARTICLE V

COMMITTEES

Section 1: Steering Committee

The Steering Committee shall be comprised of the officers of the Coalition, the immediate past chair of the Coalition and the chairperson of each committee. The Steering Committee shall serve as the interim governing body of the Coalition between meetings. The role of the Steering Committee will be to monitor all grants received, both programmatically and fiscally, on behalf of the Coalition, maintain organizational structure, oversee committee activities, and plan agendas and presentations. The Steering Committee will meet in even numbered months.

Section 2: Standing Committees

The following shall be Standing Committees of the Blair Countians for Drug Free Communities Coalition:

Education – focuses on prevention initiatives and prevention activities occurring in Blair County. A member of this committee shall be appointed to serve as media contact for events and initiatives of the Coalition.

Youth League- Focuses on creating pro-social activities for youth.

Committee to Prevent DUI and Underage Drinking – implements strategies and activities to reduce use by youth and prevent driving under the influence.

ARTICLE VI

MEETINGS

Section 1: Regular meetings

The Coalition shall meet no fewer than six (6) times per year on dates established by consensus of the membership. The full Coalition will meet in the odd numbered months, and the Steering Committee will meet in the even numbered months. Standing committees will meet as needed

Section 2: Annual Meeting

The Coalition will hold an annual meeting in January of each year for the election of the officers, the presentation of an annual report and any other business as determined by the Coalition.

Section 3: Special Meeting

Special meetings may be called by the Chairperson, or shall be called by the Chairperson upon request of the Steering Committee. The purpose of such a meeting shall be stated with the request. Notice of the time, place, and purpose of the meeting shall be made known to each Coalition member not less than five (5) days before the meeting.

Section 4: Quorum

Members present shall constitute a quorum for the transaction of business at any meeting. A majority of the members present shall constitute action by the committee or the membership.

Section 5: Electronic Communication

Members of a committee may participate and take action in a meeting by means of conference telephone or similar communications equipment, whereby all persons participating can communicate with each other. The Secretary shall send the Coalition meeting minutes and meeting notices electronically unless otherwise requested by a Coalition member.

ARTICLE VII

RULES OF ORDER – Robert’s Rules of Order (latest revised edition) shall be the authority for matters of procedure not covered by these bylaws.

ARTICLE VIII

AMENDMENTS - These bylaws may be amended by an affirmative vote of at least two-thirds (2/3) of the membership present providing that the proposed amendment shall have been included in the notice of the meeting.

Adopted on _____ Chairperson _____