

SHANDON ADVISORY COUNCIL BYLAWS

ARTICLE I

NAME OF ORGANIZATION

Section 1: The name of this organization shall be the Shandon Advisory Council ("SAC")

ARTICLE II

FORM OF ORGANIZATION

Section 1: This organization is formulated under procedures provided for the San Luis County Board of Supervisors.

Section 2: A public meeting was held prior to October 15, 1990 for the purpose of electing Council members and alternates.

Section 3: The County of San Luis Obispo Board of Supervisors recognized the name change from Shandon Advisory Committee to Shandon Advisory Council on July 22, 2014.

ARTICLE III

PURPOSES OF THE COUNCIL

The Shandon Advisory Council has as its purpose the following:

Section 1: To develop and maintain community involvement for furthering sound planning and development in the Shandon area as defined by the Shandon School District boundaries lying within the San Luis Obispo County.

Section 2: To foster a comprehensive program of development aimed at providing the greatest public benefit.

Section 3: To represent the Shandon area in matters of planning and development.

Section 4: To be involved in matters historically identified with sound development including but not restricted to, land uses, public services, circulation, public improvements and other aspects of orderly community growth.

Section 5: To hold public hearing, conduct studies and make recommendations to the County Board of Supervisors and to the Board's liaison to the Shandon area on all project and programs.

Section 6: SAC is "advisory" only

ARTICLE IV

MEMBERS

Section 1: A total of seven (7) members and up to three (3) alternates shall be selected at the Council's annual October public meeting by election of those persons present. Candidates for

members shall be registered voters and resident of the Shandon area. Voting privileges are similarly restricted. Nominations for members shall be made only at the regular September meeting, preceding the October election meeting and may be written or oral. All nominees must give their consent, in writing, prior to their nomination at the September meeting. Council members will serve a three (3) year term; alternates will serve one (1) year terms.

Section 2: The council shall hold an Annual Public Meeting in October of each year, at which time election of members will be held and a year-end Council progress report will be made. The number of position required to maintain the seven members total will be elected to serve three (3) year terms and up to three (3) alternates will be elected to serve one (1) years. Newly elected members will assume office at the close of business immediately prior to adjournment of the October election meeting.

Section 3: ***All new SAC members will be provided with a copy of these bylaws and a copy of the SLO County CAC Handbook.***

ARTICLE V

OFFICERS

Section 1: All officers shall be elected by majority vote of members, in a closed session, immediately prior to the regular November pubic meeting.

Section 2: Officers of the Council shall consist of the Chairperson, Vice Chairperson, Secretary and Treasure.

ARTICLE VI

TERMS OF OFFICE

Section 1: No elected officer of the Council shall serve more than two (2) consecutive one (1) year term in the same office.

Section 2: Vacated elected offices shall be filled by election of the Council.

Section 3: When an officer vacates his/her position, a replacement will be elected by the Council, in closed session, immediately prior to the next regular meeting.

ARTICLE VII

COMMITTEES

Section 1: The chairperson shall appoint sub committees as needed with at least one member of SAC included.

Section 2: The sub-committees shall make recommendations and submit them to the Council for action.

ARTICLE VIII

MEETINGS

- Section 1: Meetings shall be held monthly on a regular basis.
- Section 2: Notice shall be posted at least 72 hours in advance at public places stating the time, place and the agenda to be considered for each meeting.
- Section 3: A quorum shall consist of a majority (at least three) of the Council members. Alternates, in their respective order, will function as voting members in the event that a member is not present when a regular meeting is convened. The total number of members and alternates casting votes on any single issue shall not exceed seven (7). Regular members arriving after the regular meeting has convened shall not assume their regular voting responsibilities in place of voting alternates.
- Section 4: Chairperson may call a special meeting after proper public posting of at least 72 hours and notification of Council members. The chairperson shall call a special meeting at the request of two (2) or more members. The function of the alternates and regular members during special meetings shall remain consistent with their roles during regular meetings.
- Section 5: The Council shall report major findings in decisions, and progress of any programs at the monthly meetings.
- Section 6: Regular meetings are open to the public. Visitors may bring matters to the attention of the Council, express opinions, and request action. No action will be taken on items not on the agenda.
- Section 7: ***Any SAC Member with a conflict of interest in an issue will not participate in voting on than item if it comes before the SAC. Council members will disclose any potential conflicts of interest. Recusal will be subject to Board recommendation.***
- Section 8: ***Comments to the County will be transmitted verbally to the SAC liaison, through email or written letter, unless requested by special form.***

ARTICLE IX

DUTIES OF OFFICERS

- Section 1: The Chairperson, Vice Chairperson, Secretary and Treasurer, in succession shall preside over the meeting.
- Section 2: The Chairperson (or designee) shall represent the Council at other public meetings.

ARTICLE X

GENERAL

- Section 1: Any disbursement of funds must be approved by the majority of the Council members.
- Section 2: Funds for the Council's functioning will be provided by the public and through designation by the County Board of Supervisors.

ARTICLE XI

AMENDMENTS

Section 1: Amendments to these bylaws may be made only at a regular meeting of the Council by a favorable vote of two-thirds (2/3) of the Council members, providing that the proposed amendment has been previously presented to the Council for report, read in full at the previous regular meeting and announced publicly prior to the vote.

ARTICLE XII

CANDIDATES

Section 1: As a service to the community, the Shandon Advisory Council may sponsor a meeting where all candidates who are running for office are invited to speak.

ARTICLE XIII

ATTENDANCE

Section 1: Attendance at regular monthly meetings is a duty of all council members. Implied compliance with this section is assumed by those running for membership.

Section 2: In the event a member fails to attend a majority of the meetings in any given year (12 calendar months) beginning with the month following his/her election or appointment or fails to attend three (3) successive regular meetings during the same period, the Council, by a simple majority of those members present may vote to remove the truant member from office and appoint a replacement from the elected alternates to fill out that term.

Adopted: June 14, 1990
Revised: February 5, 1997
Revised: April 3, 2002
Revised: September 3, 2008
Revised: August 21, 2014
Revised: November 6, 2019