

## **By-Laws**

### **ASSOCIATION OF COUNTY COMMISSIONS OF ALABAMA, INCORPORATED**

#### **ARTICLE I NAME AND PURPOSES**

Section 1. Name This organization shall be known as the Association of County Commissions of Alabama, Incorporated.

Section 2. Purposes The purposes of this Association are:

- (a) To act as an agency of cooperation among counties and other governmental bodies for the advancement of the joint and several interests and general welfare of its members.
- (b) To collect, study and disseminate information and materials which will encourage improved county government.
- (c) To conduct research and studies useful to county government.
- (d) To provide training and education to county officials.
- (e) To assist county officials and employees in the interpretation and application of laws, rules and regulations which govern their activities.
- (f) To provide a forum for the interchange of ideas among county officials and to foster inter-county cooperation.
- (g) To ever be on the alert to prevent the alienation of fundamental county rights and to removing of such rights as are inherent to county government.
- (h) To combat any movement that has as its objective centralization of government in large units, that will take from the American people in any degree the right to govern themselves.

#### **ARTICLE II MEMBERSHIP**

Any county in the State of Alabama shall be eligible for membership upon application by the County Commission or other governing body, upon payment of annual dues, and approval by the Board of Directors.

**ARTICLE III OFFICERS AND OFFICER VACANCIES**

Section 1. Officers

The officers of this Association shall consist of the President, President-Elect, Vice-President, and Immediate Past President. Beginning August 2006, any person seeking election or appointment as an officer shall be in compliance with the requirements of Code of Alabama 1975, § 11-3-40 et seq., and all persons serving in such officer positions shall at all times remain in compliance with this law. The President, President-Elect, and Vice-President shall be elected at the annual convention of the Association by a majority vote of the member counties present and shall serve for a period of one (1) year, or until their successors are duly elected and installed. No officer shall succeed himself in the same office to which he was last elected.

Section 2. Vacancies

In the event of a vacancy in the office of President, the President-Elect shall become President. In the event of a vacancy in the office of President-Elect, the Vice-President shall become President-Elect. In the event of simultaneous vacancy in the office of President and President-Elect, the Vice-President shall become President and shall call a meeting of the Board of Directors, which shall meet within 15 days of the call and elect officers for any and all vacancies. In the event of a simultaneous vacancy in the office of President, President-Elect and Vice-President, the Executive Director shall call a meeting of the Board of Directors which shall meet within 15 days of the call and elect officers for any and all vacancies. In the event of a vacancy in the office of the Vice-President, the Board of Directors shall fill the vacancy at its next meeting.

**ARTICLE IV ASSOCIATION DISTRICTS**

For the purposes of electing member representatives to serve on the Board of Directors and for appointing member representatives to serve on the Nomination and Elections Committee there shall be twelve (12) Association Districts comprised of the counties as provided below. All elections shall be conducted pursuant to procedures adopted by the Board of Directors.

**District 1**

Colbert, Fayette, Franklin, Lauderdale, Lamar, Marion, Walker, Winston

**District 2**

Limestone, Madison

**District 3**

Cherokee, DeKalb, Etowah, Jackson, Marshall

**District 4**

Blount, Cullman, Lawrence, Morgan, St. Clair

**District 5**

Jefferson

**District 6**

Bibb, Chilton, Dallas, Greene, Hale, Perry, Pickens, Sumter, Tuscaloosa

**District 7**

Calhoun, Cleburne, Shelby, Talladega

**District 8**

Bullock, Chambers, Clay, Coosa, Macon, Lee, Randolph, Russell, Tallapoosa

**District 9**

Autauga, Elmore, Lowndes, Montgomery

**District 10**

Baldwin, Butler, Choctaw, Clarke, Conecuh, Escambia, Marengo, Monroe, Washington, Wilcox

**District 11**

Barbour, Coffee, Covington, Crenshaw, Dale, Geneva, Henry, Houston, Pike

**District 12**

Mobile

**ARTICLE V BOARD OF DIRECTORS**

Section 1. Board of Directors

The affairs of the Association shall be conducted by the Board of Directors. The Board shall consist of: one (1) member representative from each association district in the state, elected by member representatives of the counties from each district pursuant to procedures adopted by the Board of Directors; the President; the President-Elect; the Vice-President; the minority representative and all past presidents serving as elected members of county commissions of member counties. Any person seeking election or appointment as a member of or representative to the Board of Directors shall be in compliance with the requirements of Code of Alabama 1975, § 11-3-40 et seq., and all persons serving on the board shall at all times remain in compliance with this law. All Board members elected to represent association districts and the minority representative shall serve for a period of one (1) year, beginning at the annual convention and may be reelected to as many one (1) year terms as the member representatives so desire. The President shall serve as Chairman of the Board. Except as provided Article III, vacancies on the Board shall be filled by the president. A quorum for conducting business of the Board of Directors shall consist of six (6) members.

## ARTICLE VI COMMITTEES

### Section 1. Standing Committees

The Standing Committees of this Association are as follows:

- (a) Legislative Committee shall consist of one (1) member representative from each of the member counties selected pursuant to procedures adopted by the Board of Directors. The immediate past president shall serve as Chairman. All members shall serve for a period of one year, beginning at the annual convention. However, any member may serve as many one (1) year terms as the procedures shall provide. This committee shall have responsibility of representing the Association in all legislative matters and shall support legislation endorsed by the Association or Board of Directors. The committee shall receive and review all legislative proposals and policies and refer, with comment, these proposals and policies to the Board of Directors.
- (b) Finance and Budget Committee shall consist of the officers and the Executive Director. The members of this committee shall serve for a period of one (1) year beginning at the annual convention. This committee shall prepare an annual budget showing anticipated revenues and expenditures of the Association and submit the same to the Board of Directors at the first meeting following the annual convention for adoption. At the close of each budget year the committee shall audit or cause an audit to be made of all books of the Association and file a copy thereof with the Executive Director and Board of Directors.
- (c) Nomination and Election Committee shall consist of one (1) member representative from each association district in the state, plus the Immediate Past President, who shall serve as Chairman and vote only in the event of a tie. The members of this committee shall be appointed by the president of the Association and shall serve for a period of one (1) year. This committee shall have the responsibility of recommending names of members to be placed in nomination for the officers and minority representative of the Association. The committee shall submit its recommendations to the members of the Association at least 12 hours before the business meeting at the annual convention. After these names are placed in nomination, any additional name may be placed in nomination from the floor at the business meeting.
- (d) Awards Committee shall consist of three (3) members from the Board of Directors and two (2) member representatives selected at large. All five (5) members shall be appointed by the President and shall serve for a period of one (1) year. It shall be the duty of this committee to select certain individuals to receive awards from the Association for outstanding service or contribution to county government. These awards shall be presented at the annual convention.

Section 2. Ex Officio Members of Standing Committees

The officers of the Association shall serve as ex officio members of all standing committees except the Nomination and Election Committee.

Section 3. Additional Committees

In addition to standing committees, there shall be any special committees as the President or Board of Directors shall determine to be necessary.

**ARTICLE VII EMPLOYEES AND ASSOCIATION OFFICE**

Section 1. Executive Director

The Board of Directors shall appoint an Executive Director who shall serve until his or her successor is appointed. The Executive Director shall manage and direct the affairs of the Association in a manner consistent with the directives of the Board of Directors. He or she shall also serve as Secretary-Treasurer of the Association unless provided otherwise by the Board of Directors.

Section 2. Association Office

The Executive Director shall establish and maintain an Association Office, employ such personnel as may be necessary and direct the functions of said office subject to policy as established by the Board of Directors.

**ARTICLE VIII CONVENTIONS AND MEETINGS**

Section 1. Annual Convention

There shall be an annual convention of the Association, the date and place thereof to be determined by the Board of Directors.

Section 2. Annual Legislative Conference

There shall be an annual legislative conference of the Association, date and place thereof to be determined by the Board of Directors.

Section 3. Special Meetings

In addition to the annual convention and annual legislative conference, the Board of Directors may from time to time call for any special meetings as it may deem necessary.

**ARTICLE IX VOTING AT BUSINESS SESSIONS**

Section 1. Voting

At any business session of the Association membership where at least one member of the county commission is present, each member county shall be entitled to one (1) vote on all questions. If more than one member of the county commission is present, the county's vote shall be cast in accordance with the wishes of the majority of the members of that county commission present at the particular business session.

Section 2. Quorum

At the beginning of each business meeting of the Association, the President shall call the roll to ascertain whether a quorum is present. A quorum shall consist of at least 34 member counties. A majority vote of the quorum shall prevail on any matter voted upon.

**ARTICLE X AMENDMENTS**

Section 1. Amendments

At any annual or special meeting of the Association these By-laws may be amended by a two-thirds affirmative vote of the member counties present, provided that at least 10 days notice of such proposed amendment shall have been given to each member of the Association.

Adopted June 21, 1974  
Amended December 16, 1977  
Amended June 13, 1980  
Amended December 14, 1984  
Amended August 13, 1992  
Amended August 12, 1993  
Amended December 11, 1997  
Amended August 13, 1998  
Amended December 6, 2001  
Amended December 2, 2004  
Amended December 1, 2005  
Amended December 4, 2014  
Amended August 24, 2017