

**Ada County Mapping Co-Operative  
Special Interest Group (SIG)**

**Bylaws**

**Final Edits highlighted in yellow 4/8/08**

Draft revisions review team 2/13/2008

Adopted February 2005

Revised August 2005

# **Ada County Mapping Co-Operative Special Interest Group (SIG) Bylaws**

## **Article I**

### ***NAME***

The name of this committee shall be the Special Interest Group, hereinafter referred to as the SIG. The SIG is a multi-agency co-operative of Ada County GIS data users.

## **Article II**

### ***MISSION & VISION***

#### **A. MISSION**

The mission of the SIG is to be a coordinated body of co-operative GIS professionals providing a technical forum for problem resolution as well as a forum for exchanging ideas and data related to Ada County basemap and associated data.

#### **B. VISION**

Our vision is to have the ability to share and exchange data seamlessly within a federated public sector partnership.

## **Article III**

### ***MEMBERSHIP***

Participants are GIS professionals with interest in GIS data, applications, collaboration and coordination, pertaining to the Ada County basemap and other associated data. Voting membership is comprised of publicly funded or regulated entities within Ada County. A list identifying active voting members shall be maintained and made available **through** the SIG web **site**.

#### **A. VOTING PROCEDURES**

One vote per entity as called for by the Chair. A quorum shall consist of a simple majority of active voting members.

## **Article IV**

### ***OFFICERS***

The Chair and Vice-Chair of the SIG shall rotate annually. A new Vice-Chair shall be elected by the SIG members at the December meeting. At the January meeting the current Vice-Chair will assume the role of Chair and the newly elected Vice-Chair will take office.

#### **A. THE CHAIR**

The Chair shall preside over all meetings of the SIG, and shall see that all recommendations and resolutions of the SIG are presented to the representatives of the effected organizations.

#### **B. THE VICE-CHAIR**

The Vice-Chair shall take meeting notes, keep the SIG roster, maintain the list of delegates from active voting members and perform the duties of the Chair in their absence.

## **Article V**

### ***MEETINGS***

Meetings of the SIG shall be held on the third Thursday of the month at a location selected by the committee and all meetings shall be open to the public. Special meetings of the SIG may be called by any two members upon serving reasonable notice to all members of the SIG. The agenda for each regular or special meeting of the SIG shall be set by the Chair or his/her designee. SIG Members may have items placed on the agenda at any time. Unless otherwise specifically agreed upon by the SIG, all matters before

the SIG shall be disposed of by consensus. Meetings of the SIG will be conducted in an informal manner unless a member requests that a specific item be dealt with according to Roberts' Rules of Order and the request is supported by a majority of members present.

## **Article VI** ***DUTIES***

Duties of the SIG will be as follows:

- Will serve as a consensus and **advisory body** regarding technical issues, policy, priorities and issues related to GIS data within Ada County.
- Will work to promote regional GIS planning and issues.
- Will be the main planning body for future orthophotography projects.
- Will provide outreach in the form of information and education to elected officials and agencies that cannot send staff to regular meetings.
- Will depend on technical work groups or subcommittees for specific issues as needed.

## **Article VII** ***SUB-COMMITTEES***

Occasionally the SIG may create a sub-committee or technical working groups to examine details regarding specific issues to help the SIG make informed decisions. **The duration of these sub-committees is to be dictated by topic and task assigned.**

## **Article VIII** ***AMENDMENTS TO BYLAWS***

These BYLAWS may be amended by an affirmative vote of a simple majority of the voting members. A BYLAWS change shall be presented for consideration at a regularly scheduled meeting of the SIG; however, voting shall be deferred until the next regularly scheduled meeting at which the BYLAWS change was proposed.