

By-Laws
of
Tukwila Pool Advisory Committee

Established by Tukwila Pool Metropolitan Park District (TPMPD) Resolution Number 8, adopted on December 12, 2011.

Article I - Name

The name of this organization shall be officially Tukwila Pool Advisory Committee, more commonly known as TPAC.

Article II - Purpose

The purpose of the Tukwila Pool Metropolitan Park District's Tukwila Pool Advisory Committee shall consist primarily of advising the TPMPD Board of Commissioner on the improvement, betterment and furtherance of aquatic programs and facilities in the District and more specifically as follows:

Section 1. Plan, promote and recommend policy and standards for construction, development, maintenance, and operations of aquatic facilities within the TPMPD limits by majority vote.

Section 2. Develop and recommend programs to promote aquatic services and inform the public of aquatic facilities that are available for public use.

Section 3. Encourage, recommend and aid programs for or related to aquatics services and enrichment.

Section 4. Explore ways and methods of obtaining private, local, state, and federal funds to promote aquatics projects and programs within the community.

Section 5. Promote pool gift giving, including setting standards for such gifts.

Section 6. Render any other advice and assistance related to aquatics services.

Article III - Membership

Section 1: The Tukwila Pool Metropolitan Park District Tukwila Pool Advisory Committee shall consist of five full voting members appointed by the TPMPD Board of Commissioners. No more than two members shall be non-residents. A formal process of selection shall include application to and review by the Board of Commissioners President and a background check. Appointments shall be made for the position and shall be selected on a non-discriminatory basis and without respect to political affiliations. Each committee member will hold a two-year term, after the initial appointment of two member positions to a one-year term.

Section 2: In addition to the appointed positions, the TPMPD Board of Commissioners will recruit and select up to two voting Student Representatives to the Tukwila Pool Advisory Committee at the beginning of the traditional school year. Student Representatives shall be residents of Tukwila and enrolled in good standing in any high school or be a high school

aged student who is documented as receiving home-based instruction and will be expected to participate through the remainder of the traditional school year.

Section 3: Each individual member shall be entitled to one vote.

Section 4: One TPMPD Board Commissioner may be appointed as a non-voting liaison to the Tukwila Pool Advisory Committee.

Article IV Attendance

Section 1: Any Committee Member anticipating absence from official meeting will notify chair or recording secretary at least one day in advance of the meeting. The committee may move to excuse the absence of any member that takes such notice.

Section 2: Any member who misses, unexcused, any 3 regular meetings in a calendar year will be subject to dismissal, special circumstances will be reviewed.

Article V - Officers

Section 1: The officers of this organization shall be a chairperson, vice-chairperson, secretary and such other officers as may be determined by the chair.

Section 2: Nominations may be made from the floor at the election meeting with the consent of the nominee.

Section 3: Officers shall be elected by majority vote of a quorum of the committee of those present at the election meeting. The term of officers shall be for one year, or until successors have been elected, and shall begin immediately following the election meeting. Officers may be reelected.

Section 4: Vacancies shall be filled by appointment by a Committee of the whole until the next regular election.

Section 5: Members must be present at a meeting to be appointed and/or to give consent to be an officer.

Article V - Duties of Officers

Section 1: The Chairperson shall preside at all meetings. The Chairperson may call committee meetings and special committee meetings. The Chairperson shall appoint the chairperson of special committees, subject to ratification of the majority of the members and shall fill vacancies on said committees as they shall occur. The president shall be ex-officio member of all committees.

Section 2: The Vice-Chairperson shall, in the absence of the Chairperson, perform the duties of the Chairperson.

Section 3: The secretary who may or may not be a Committee member shall keep a careful record of all proceedings and shall use the same in accordance with the resolutions of the Committee. The Secretary shall send or cause to be sent notices of all meetings.

Section 4: If an officer is not fulfilling the duties of the role the officer may be removed by a vote of the Committee of the Whole and confirmed by the TPMPD Board of Commissioners.

Article VI - Meetings

Section 1: The Tukwila Pool Advisory Committee shall hold at least one meeting per quarter of each year and the Committee shall keep a record of all meetings.

Section 2: The meetings shall be noticed at the Tukwila Pool, and on the Tukwila Pool web site or other places that may be appropriate. The committee shall notice all meetings in compliance with the Open Public Meeting Act of the State of Washington, as it now exists and as it may be amended from time to time.

Section 3: Regularly scheduled meetings will be held quarterly, at minimum, every third month: January, April, July and October. Meetings will be held the first Saturday of the quarter at 8:10 AM.

Section 4: Meetings of the Tukwila Pool Advisory Committee can be canceled or changed due to the meeting date falling on a Holiday or if a quorum cannot be reached on the regularly scheduled day.

Section 5: A special meeting of this organization may be called at any time. All members shall be advised by email of date, time and place of the meeting.

Section 6: All matters shall be placed on the agenda prior to the meeting by any member of the Committee or by the Secretary.

Article VII – Quorum

A majority of members appointed to the Tukwila Pool Advisory Committee shall constitute a quorum for the transaction of business at any meeting. The majority vote at any one meeting shall be sufficient to carry a proposition, no proxy shall be allowed. A written proxy vote is permitted for business items listed on the agenda of any regular or special scheduled meeting of the Committee of the Whole meeting

Article VIII – Order of business

At all regular and special meetings of the committee, the order of business shall be as follows unless otherwise determined by the Chairperson.

1. Call to Order
2. Approval of Minutes
3. Business Items
4. Committee Reports
5. Citizen Comments
6. Staff Reports
7. Other
8. Next Meeting
9. Adjournment

Article IX - Amendments

Amendments to this Constitution and By-laws may be made at any meeting of the general membership by a two-thirds vote of those present, after members have been notified by email that such a meeting is to take place.

Article IX - Parliamentary Procedure

Roberts Rules of Order, Revised, when not in conflict with these by-laws and Constitution, shall govern the proceedings of this organization.