

Bylaws of the Central Coast Chapter of WaterReuse California, A Section of the WaterReuse Association

Approved January 26, 2017

Article I - Name

- 1.1 The name of this organization shall be the Central Coast Chapter (hereinafter "Chapter") of WaterReuse California, a Section of the WaterReuse Association, hereinafter referred to as "WaterReuse California." The WaterReuse Association shall hereinafter be referred to as the "Association."

Article II - Objectives

- 2.1 The primary objectives of the Chapter are to:
 - (1) Advance the 'One Water' approach to local water supply management through education, outreach, and implementation of water reuse programs.
 - (2) Develop a strong, unifying voice to promote water reuse on the Central Coast and maximize funding opportunities for the region.
 - (3) Engage in local, state and federal legislative and regulatory matters to inform and educate policy makers, the public and our members, and to advocate for the water needs and priorities of the Central Coast region.
 - (4) Create opportunities for collaboration and networking to share knowledge, experiences and resources, and support members involved in water reuse.

Article III - Headquarters and Operation

- 3.1 The headquarters of the Chapter shall be at the office of the Chapter President unless otherwise designated by the Executive Committee.
- 3.2 All matters pertaining to the operation of the Chapter shall be in accordance with the applicable provisions of the Bylaws of the Chapter.
- 3.3 The geographic boundaries of the Chapter include, but are not limited to, Ventura, Santa Barbara, San Luis Obispo, Monterey, and Santa Cruz counties, California.
- 3.4 Regular meetings of the Chapter will be held on fourth Thursdays, if possible, but if not at least every odd numbered month (January, March, May, July, September and November).
- 3.5 Regular meetings of the Executive/Leadership Committee will be held on fourth Thursdays, if possible, but if not at least every even numbered month (February, April, June, August, October, and December).

- 3.6 The location of the meetings will rotate among “hosts” so as to allow participants to learn more about other agencies and companies.

Article IV - Membership

- 4.1 Membership of the Chapter shall consist of those members of the Member Organizations (e.g. Utility, Reuse Related Business, Industrial or Commercial Enterprise, Institution, Affiliated Organization, etc.) of the Association residing in or having business activity within the Central Coast. If changes are made to the membership provisions of the Association's bylaws, then the Chapter shall amend these bylaws to refer to such provisions, as amended.
- 4.2 Non-members are encouraged to come to the Chapter meetings but are not allowed to vote or hold office.

Article V - Eligibility to Vote

- 5.1 All Member Organizations of the Association in good standing are eligible to vote. Each Member Organization is allowed one vote through a designated representative.

Article VI – Officers and Duties

- 6.1 The Officers of the Chapter shall be the President, three regional Vice-Presidents (North, Central, and South), Immediate Past President, Secretary/Treasurer, Chapter Trustee, Director of Membership and Outreach, and Legislative/Regulatory Representative.
- 6.2 Eligibility to Serve as Officers:
- 6.2.1 Any member of an eligible Member Organization, as defined in Article V, shall be eligible to be an Officer.
- 6.2.2 Two (2) or more Offices may not be held by the same individual at the same time unless there is no interest expressed and the Office would otherwise be vacant in which case an individual may hold up to two (2) offices simultaneously.
- 6.2.3 A Member Organization may only hold one Office position at any one time unless there is a vacancy where no interest is expressed and the Office position would otherwise be vacant in which case a Member Organization may hold up to two (2) offices.
- 6.3 Terms of the Officers:
- 6.3.1 The term of office for each Officer shall be one (1) calendar year.
- 6.3.2 There is no limit to the number of terms someone can serve as an Officer or in a particular Office.

- 6.3.3 Upon election of a new President, the outgoing President will automatically succeed to the position of Immediate Past President.
- 6.4 Vacancies:
 - 6.4.1 In the event any vacancy of an Office occurs, at the next regular meeting a successor shall be elected by the Member Organizations to fill the vacancy for the balance of the current term.
- 6.5 Nomination and Election of Officers:
 - 6.5.1 If possible, at the September meeting each year, the President will call for nominations for each Office.
 - 6.5.2 At the October Leadership Committee meeting, the officer nominations will be finalized.
 - 6.5.3 If possible, at the November meeting each year, elections will be held for each Office position. Elections may also be held electronically. The newly elected Officers take their elected positions on January 1 of the following year.
- 6.6 Duties of the Officers:
 - 6.6.1 The President shall have general supervisory authority over the affairs of the Chapter and shall preside over all meetings of the Chapter and the Executive Committee at which he/she is present. In the event the Chapter Trustee is unable to perform his/her duties (e.g. unable to participate in a State Board meeting), the President may appoint an alternate Chapter Trustee.
 - 6.6.2 The three regional Vice-Presidents shall assist in the organization of regional functions (remote meetings, Chapter meetings, tours, Leadership Committee meetings), and perform the duties of the President in his/her absence together with such duties as may be assigned by the President.
 - 6.6.3 The Secretary/Treasurer shall prepare the agenda for and attend all meetings, record and distribute the proceedings of such meetings, maintain records of the Chapter, present a report for each calendar year at the annual meeting, maintain a complete record of all activities and transactions, and ensure the preparation of and file all forms required by the Association and perform such other duties as may be assigned by the President. After the election of Chapter Officers held in November, the Secretary/Treasurer shall notify the Secretary/Treasurer of WaterReuse California as to the specific individuals that will serve as Chapter Officers during the following calendar year.
 - 6.6.4 The Immediate Past President shall assist with the transition of the administration and advise the President on matters of interest to the Chapter.

- 6.6.5 The Chapter Trustee shall represent the Chapter on the Board of Trustees of WateReuse California and shall endeavor to attend, at the Chapter Trustee's expense, all appropriate meetings of WateReuse California in such capacity.
- 6.6.6 The Director of Membership and Outreach shall lead initiatives to build and sustain membership throughout the Central Coast, including North, Central, South regions, by facilitating participation and strategic outreach, assisting the Secretary/treasurer with Chapter and Leadership meeting coordination, maintaining the Chapter website and Chapter social media platforms, and taking photos.
- 6.6.7 The Legislative/Regulatory Representative reports relevant legislative and regulatory topics at chapter meetings based on participation in the California WateReuse Association's Legislative-Regulatory Committee meetings.
- 6.6.8 Officers are highly encouraged to attend the California WateReuse Association Annual Conference and national conferences, if possible. Attendees to such conferences are encouraged to provide the Chapter with an overview of and highlights from conferences at following Chapter meetings.

Article VII – Executive Committee and Leadership Committee

- 7.1 The Executive Committee shall be comprised of the:
 - 7.1.1 President;
 - 7.1.2 Regional Vice-Presidents (North, Central, and South);
 - 7.1.3 Immediate Past President;
 - 7.1.4 Secretary/Treasurer;
 - 7.1.5 Chapter Trustee;
 - 7.1.6 Director of Membership and Outreach; and
 - 7.1.7 Legislative/Regulatory Representative
- 7.2 The Executive Committee shall be the governing body of the Chapter and shall have the power to act for and on behalf of the Chapter between meetings. All questions coming before the Executive Committee shall be decided by a majority vote of the Executive Committee and shall constitute a quorum. Each member of the Executive Committee shall have one (1) vote for Executive Committee proceedings. The Executive Committee may exercise the above-described functions either in session at duly-called meetings, conference calls, by letter ballot or by e-mail ballot.
- 7.3 The President may call for a meeting of the Executive Committee. Notice shall be provided to each member of the Executive Committee at least seven (7) days prior to the meeting.
- 7.4 The Leadership Committee shall consist of the members of the Executive Committee and any Chapter volunteers, referred to as Leadership Committee Volunteers. These

volunteers are expected to participate in regular Leadership Committee Meetings. If the Leadership Committee grows too large, the Executive Committee shall convene to determine a course of action regarding volunteers.

Article VIII – Other Committees

- 8.1 The President may form a local ad-hoc committee to perform duties as assigned.
- 8.2 The President may nominate members to other WateReuse California committees as necessary. Nominees must be members of WateReuse.

Article IX – Adoption and Amendments

- 9.1 These bylaws may be adopted, amended or repealed by the written or electronic ballot consent of two-thirds (2/3) of the Member Organizations or by the vote of two-thirds (2/3) of the Member Organizations present at a meeting of Members duly called for the purpose according to these Bylaws.
- 9.2 Amendments to the Bylaws may be proposed by any Member, or by the Executive Committee. All amendments proposed for consideration at any meeting shall be circulated to the Members at least thirty (30) days prior to that meeting, if possible. The affirmative vote, as per Paragraph 9.1 of this Article, shall be required for adoption of each amendment.

Article X – Dissolution

- 10.1 Upon the dissolution of Chapter, the Executive Committee or persons in charge of the liquidation shall divide any assets among the Member Organizations in accordance with their respective rights therein, or if the same cannot be determined, by agreement of the Member Organizations, or failing agreement, as required by law.

CERTIFICATE OF SECRETARY

I, the undersigned, certify that I am the present acting Secretary of the Central Coast Chapter of WateReuse California, a Section of the WateReuse Association, and the above Bylaws consisting of five (5) pages were adopted by the Member Organizations of the Chapter, in accordance with Article IX of these Bylaws on 1/26/17.

Daniel Heinel
Secretary

1/26/17
Date