



Fargo-Moorhead Metropolitan Council of Governments

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Metro Area Transit Coordinating Board By Laws

Membership: The MAT Coordination Board (Board) is comprised of twelve (12) voting members. The appointment of voting membership shall be as follows:

Fargo – two (2) members of City Commission
Moorhead – two (2) member of City Council
West Fargo – one (1) member of City Commission
Dilworth – one (1) member of City Council
NDSU – one (1) administrator
MHD Colleges – one (1) from each college (MSUM, MState, Concordia)
Valley Senior Services – one (1) administrator
Board Chairperson – one (1)

Voting: Each Member shall constitute one (1) vote and agenda items require a simple majority to pass.

Agenda Items: The chairperson shall have the discretion to remove or table an item on the agenda if the chairperson deems there is not appropriate representation from a city, college(s) or applicable stakeholder.

Board Chairperson: The MAT Coordinating Board chairperson shall be a *joint appointment* and such appointment shall be reviewed on a biennial timeframe. A new appointment or (re)appointment shall be acted on by both the Moorhead City Council and the Fargo City Commission. The term of which shall be based on the calendar year (January 1st – December 31st); or as otherwise specifically established through the appointment process.

Officers: The only officer of the Board shall be the appointed Chairperson. The Chairperson will preside over all Board meetings. In the circumstance where the Chairperson is not present for a meeting, the Board shall identify a member to preside.

Meetings: The Board shall meet at minimum three (3) times per year; or as deemed necessary to adequately and efficiently conduct business.

Quorum: The presence of seven (7) voting Board members will constitute a quorum for the transaction of official Board business.

Minutes: Minutes of meeting proceedings shall be documented and approved by the Board. Staff of the FM Metropolitan Council of Governments (Metro COG) shall be responsible for the keeping and filing of Board minutes.

Open Meetings: All Board meetings shall be open to the public.

Rules of Order: Except as otherwise required, the Rules of Order shall be in accordance with the latest edition of ROBERTS RULES OF ORDER REVISED.

Advisory/Ad-hoc Committees: As needed, the Board may direct staff from the City of Fargo, City of Moorhead or Metro COG to form ad-hoc or permanent sub-committees to carry out various technical investigations or engage in other business related to the interest of the Board. Membership on such committees shall be approved by the Board and the committee will report directly to the Board.

These by-laws will run with the duly adopted Joint Powers Agreement (as amended) forming the Board itself and any amendments in said agreement may warrant a review of these by-laws to ensure consistency.

Revised 9/27/2012