

Bylaws of the Transit Committee
of the Mid-America Regional Council
Amended April 2, 2008
Adopted April 29, 2008

Article I: Name

Section 1. Name. The name of this committee shall be Transit Committee.

Section 2. Office and Records. The Transit Committee shall use the offices and staff of the Mid-America Regional Council (MARC). MARC staff shall record and maintain records of proceedings of all meetings of the Transit Committee and of its advisory subcommittees.

Section 3. Sunshine Law. The Transit Committee and its advisory subcommittees shall comply with Chapter 610 of the Revised Statutes of Missouri, as amended, known as the Sunshine Law as it pertains to open records and open meetings. **Insert Kansas Law**

Article II: Purpose

The Transit Committee has been created to serve as the Mid-America Regional Council's (MARC) designated committee to review and make recommendations pertaining to Transit planning and policy. This committee is a planning and policy subcommittee of the Total Transportation Policy Committee.

Article III: Membership and Voting Rights

Section 1. Membership & Voting. Membership on the Transit Committee consists primarily of representatives of local fixed-route transit operators and providers, paratransit (special transportation) agencies, transit/paratransit users and other interested parties. The membership structure is as follows:

- TTPC Members (8)
- State DOT's (2)
- FTA * (1)
- Fixed Route Transit Agencies/Providers **(3)
- Special Transportation-Job Access Partnership Representatives*** (3)
- Others **** (3)

TOTAL 20

- * Non-voting member
- ** Fixed route agencies/providers may include organizations, city and county government, or any other public or private entity that directly operates or provides funding for fixed route transit service.
- *** The Chair and Vice-Chair of the ST-JAP shall appoint representatives.
- **** Members in the "Others" category are not restricted.

Section 1.1 Others. Members falling under the "Others" category shall serve a term of two years. After the two year term expires, other interested parties may seek to be appointed to the Transit Committee in place of the current member. If no other interested party comes forward, the current member may continue to serve on the Transit Committee for an additional two years.

Section 2. Selection of Members. Local jurisdictions, transit providers, advocacy groups and other interested parties may provide potential candidate's names to MARC staff for appointment to the Transit Committee. MARC staff will forward the recommended

names for the Transit Committee to the Total Transportation Policy Committee (TTPC) co-chairs, based upon the above characteristics, for confirmation.

Section 3. Co-Chairs. The Transit Committee shall be co-chaired by two members from TTPC, one representing Missouri and one representing Kansas. Co-chairs shall be appointed by the TTPC co-chairs, and shall alternate responsibility to chair the Transit Committee. The co-chairs shall serve for a period of two years and shall vote along with the rest of the Transit Committee members.

Section 4. Alternate Members. Each of the voting members of the Transit Committee may designate in writing an alternate member to attend and vote in the place of the actual member at meetings of the Transit Committee. The written designation of the alternate member is to be made a part of Transit Committee records kept at the offices of MARC, before an alternate member is allowed to cast a vote.

Section 5. Suspension of Membership. Failure to attend four (4) consecutive regularly scheduled Transit Committee meetings may result in suspension of a designated representative's membership on the Transit Committee. In the event of a suspension a notice shall be sent to the jurisdiction or organization represented by the suspended member, requesting designation of another representative for Transit Committee membership. Any suspended member may request reinstatement to the Transit Committee in writing, and such reinstatement may be granted upon a two-thirds majority vote.

Section 9. Vacancies. Vacancies shall be filled in the same manner as original appointments.

Section 10. Attendance by Non-Members. Any other interested person including representatives of other governmental units, the media, other industries, and individual citizens may attend Transit Committee meetings.

Section 11. MARC staff will keep a current list of voting members of the Committee, which shall be the official list for required notifications to members.

Article IV: Quorum and Voting Procedures

Section 1. Quorum. A quorum of eight (8) voting members of the Transit Committee or their alternates must be present to adopt or reject any matter.

Section 2. Quorum Determination. Each meeting of the Transit Committee shall include a determination as to whether or not a quorum is present prior to any voting. The record of any Transit Committee meeting at which a vote is taken shall include a report of the presence or absence of a quorum. In the absence of a quorum, voting must be postponed until such time as a quorum is present.

Section 3. Voting Procedures. When a quorum is present, a simple majority may adopt or reject any matter brought for a vote before the Transit Committee.

Section 4. Tie-breaking. In the event of a tied vote at a Transit Committee meeting, the deciding votes shall be cast by the co-chairs of the TTPC, excluding those persons who have already voted as members of the Transit Committee. If the vote remains tied, the Chairperson of the MARC Board of Directors shall cast the deciding vote, unless this person is also a member of the Transit Committee. In the event the Chairperson of the Board is also a Transit Committee member, the First Vice Chairman of the Board shall cast the deciding vote. In the event both the Chairperson and the First Vice Chairperson of the Board are

Transit Committee members, the Second Vice Chairperson of the Board shall cast the deciding vote.

Article V: Meetings

Section 1. Date. Transit Committee meetings will be convened on the first Wednesday of each month as needed.

Section 2. Location. The regular meeting location for Transit Committee meetings shall be at the MARC offices.

Section 3. Meeting Notice. At least seven (7) days prior to any scheduled Transit Committee meeting, a meeting notice including the agenda shall be emailed to all members. Meeting notices may also be faxed or mailed at the request of the member. In addition, a meeting notice will be posted at the MARC offices in compliance with Chapter 610 of the Revised Statutes of Missouri (Sunshine Law). Any nonmember may ask to be placed on the Transit mailing list and will subsequently receive meeting notices by email or mail as requested. Notice shall also be sent in the event of an email vote.

Section 4. Meeting Procedures. The most recent revised version of Robert's Rules of Order shall govern all meetings of the Transit Committee, except where these Bylaws require a different procedure.

Article VI. Amendments

These Bylaws may be amended at any meeting by a two-step process. The first step is a vote on a specific amendment of at least two-thirds of the Transit Committee voting members present if a quorum as established in these bylaws is established. The second step is that the specific amendment is brought before the TTPC for final approval.

Article VII. Liability

None of the members of the Transit Committee shall be personally liable in connection with any undertaking of the Transit Committee unless it is expressly unauthorized, according to meeting records, at the time of the act or omission, or unless it is a criminal offense under state or federal law at the time of the act or omission.