

MAINE GOVERNMENT FINANCE OFFICERS ASSOCIATION

BY LAWS

ADOPTED BY THE MEMBERSHIP

OCTOBER 18, 1984

AMENDED

OCTOBER 4, 1990, ANNUAL BUSINESS MEETING

OCTOBER 14, 1993, ANNUAL BUSINESS MEETING

OCTOBER 6, 1994, ANNUAL BUSINESS MEETING

OCTOBER 24, 1996, ANNUAL BUSINESS MEETING

OCTOBER 7, 2009, ANNUAL BUSINESS MEETING

OCTOBER 3, 2018, ANNUAL BUSINESS MEETING

OCTOBER 3, 2019, ANNUAL BUSINESS MEETING

MAINE GFOA
Bylaws
Adopted October 18, 1984

ARTICLE I - NAME

The name of this Association shall be the Maine Government Finance Officers Association.

ARTICLE II – PURPOSE
(Amended 2019)

The purpose of this Association shall be to promote and improve professional financial management at all levels of government, within the State of Maine. This purpose shall be accomplished through the following means:

1. Support and promote generally accepted methods of financial management as developed and recommended by the GFOA of the U.S. and Canada and other recognized bodies in the field of government financial administration.
2. Strengthen the quality of government administration through advocating favorable local, state and federal legislation and policy.
3. Provide a clearinghouse for the exchange of information and the solution of common problems.
4. Encourage recruitment and training of qualified public officials and employees through seminars, workshops and other means.
5. Promote achievement of greater efficiency and economy in government operations.
6. Support and promote ethics as developed and recommended by the GFOA of the U.S. and Canada.

ARTICLE III – AFFILIATION
(Added 2019)

The Association shall be and hereby is affiliated with the Maine Municipal Association, Local Government Center, 60 Community Drive, Augusta, ME 04330.

ARTICLE IV – MEMBERSHIP
(Amended 2019)

Section A - Government Primary Members

A public official or employee, elected or appointed, engaged by a federal or state agency, county, local government, special district, regional planning commission, quasi-governmental and/or other political subdivision within Maine, in any position relating to public finance, accounting, budgeting, auditing, treasury, data processing, or in any other fiscal capacity, shall be eligible for Government Primary Membership in this Association. Each qualifying governmental organization shall be limited to one (1) Government Primary member. Government Primary members shall be eligible to vote.

Section B - Government Associate Members

Government Associate Membership in the Association may be held by any person employed in a financial capacity by any qualifying governmental organization as defined in Section A. Government Associate Membership will include persons having, but not limited to, such titles as auditor, treasurer, business manager, accountant, bookkeeper, clerk or secretary. Government Associate Members shall not be entitled to vote in the Association.

Persons qualifying as Government Associate Members shall be eligible to hold office in the Association. In the event that a Government Associate Member is elected to the Executive Board, that person shall become a voting member of the Association during that term of office.

Section C - Private Members

Individuals not otherwise eligible for Government Primary or Associate Memberships, who are interested in the principles and practice of governmental financial management and who subscribe to the purposes of the Association, shall be eligible for Private Membership. Private Members shall have all rights and privileges in the Association, except that such Private Members may not hold office nor be entitled to vote. All membership shall be classified and approved by the Executive Board as set forth in these Bylaws.

Section D - Student Members

Students attending any college or university and who intend to enter public service as a career, or persons employed in internship or comparable programs shall be eligible for election as student members. Eligibility for student membership shall be determined by the Executive Board. Student members shall have the privilege of the floor, but shall have no vote. Membership fees charged to student members shall be determined by the Executive Board in accordance with Article VIII.

ARTICLE V - EXECUTIVE BOARD

Section A - Membership and Terms (amended 1993; 1994; 1996; 2009; 2019)

The governing body of the Association shall be called its Executive Board and shall consist of nine (9) members elected at large. At least five (5) members must represent local governments with a population of at least 10,000 persons. The remaining four (4) members may be held by any Government Primary or Associate Member in the Association, regardless of political organization or size.

The terms of office for the Executive Board members shall be three-year, overlapping terms, with three (3) members elected annually.

Section B - Officers and Duties of the Board (amended 2018; 2019)

The officers of the Association shall be a President, a Vice-President, and a Treasurer, who shall be chosen by the Executive Board from its elected members at the first meeting following the annual business meeting.

The President shall serve as Chair of the Executive Board, preside at all meetings and appoint any committees necessary to carry on the work of the Association. The President's authority for expending funds or engaging third party contractors for services for the Board is limited to majority vote of the Executive Board.

The Vice-President shall preside over the meetings during the absence of the President and perform other duties as assigned by the President.

The Treasurer shall maintain all financial records of the Association, shall approve all funds received and disbursed by or on behalf of the Association, and shall present reports of all receipts and disbursements at all the business meetings of the Association. At least 75 days before the end of the Association's fiscal year, the Treasurer shall prepare a draft budget for the next fiscal year.

The Executive Board shall approve an annual budget for the next year at least 60 days before the end of the Association's fiscal year.

The Executive Board shall select an Association member to serve as Secretary for the board. Unless the Secretary is an Executive Board member, this position shall be non-voting. The Secretary shall take minutes of the meetings and ensure proper maintenance of Association records.

The President shall appoint/fill any ad-hoc positions the board deems necessary to assist the organization and board, for example, technology or records retention. These position(s) shall be non-voting and have no specified term.

Section C - Nominating Committee (amended 2019)

The President shall appoint a Nominating Committee of three members at least 30 days prior to the Annual Business Meeting of the Association. The Nominating Committee shall nominate one candidate for each vacancy on the Executive Board. Further nominations may be made from the floor. No member of the nominating committee shall be eligible for nomination.

Section D - Vacancies

Any vacancy on the Executive Board shall be filled by majority vote of the Executive Board within sixty (60) days of such occurrence. Such appointment shall be for the unexpired term of the vacated position.

ARTICLE VI - MEETINGS
(Amended 1994; 2009; 2019)

The Association shall hold an Annual Business Meeting during the Maine Municipal Association's annual convention or at some other location and time between September 30 and November 30, of each year. Written notice of such meeting shall be given thirty (30) days prior to such Annual Business Meeting.

In addition, the Association may hold other meetings during the year as the President may call for the purpose of transacting business of the Association. The Association shall hold at least two meetings during a fiscal year besides the Annual Business Meeting. The meetings may take the form of workshops or trainings. Meetings may be called by the President or on petition of a majority of the Executive Board. Executive Board Meetings may take the form of in person meetings, electronic meetings via e-mail or the internet or through conference calls.

Five (5) members of the Executive Board shall constitute a quorum for the transaction of business. No action of the Executive Board shall be binding unless there are at least five (5) affirmative votes.

Robert's Rules of Order shall govern all proceedings insofar as they are not inconsistent with these Bylaws.

ARTICLE VII - MEMBERSHIP FEES AND FISCAL YEAR
(Amended 1990; 1994; 2018; 2019)

Membership fees shall be for the coming fiscal year and are payable by the first day of the fiscal year. Fees for each membership category shall be established annually by the Executive Board, which may also include in its determination of the fee, an assessment of dues for membership in the New England States GFOA.

The Association's fiscal year shall start January 1st and end December 31st of each year.

Any member who is delinquent for more than ninety (90) days in payment of such fees shall automatically be suspended from membership. New members shall submit an application for membership along with the annual membership fee.

ARTICLE VIII – DISPOSITION OF ASSETS UPON DISSOLUTION (Added 2019)

Section A – Association’s Exempt Status

Notwithstanding any other provisions of these articles, the Association is organized exclusively for one or more of the purposes as specified in Section 501 (c) (6) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501 (c) (6) or corresponding provisions of any subsequent tax laws.

Section B – No Private Benefit

No part of the net earnings of the Association shall inure to the benefit of any member, trustee, director, officer of the Association, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Association), and no member, trustee, officer of the Association or any private individual shall be entitled to share in the distribution of any of the Association’s assets on dissolution of the Association.

Section C – No Campaigning

No substantial part of the activities of the Association shall be carrying on propaganda, or otherwise attempting to influence legislation, except as otherwise provided by IRC 501 (h) or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of or in the opposition to any candidates for public office.

Section D – Distribution of Association Assets

In the event of dissolution, all of the remaining assets and property of the Association shall after payment of necessary expenses thereof be distributed to such organizations as shall qualify under section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent Federal tax laws, or to the Federal government or State or local government for the public purpose, subject to the approval of a Justice of the Supreme Court of the State of Maine.

ARTICLE IX - AMENDMENTS

These Bylaws may be amended at the Annual Business Meeting of the Association by a two-thirds vote of the Voting Members present, provided that written notice of such amendments shall be given to all Voting Members at least thirty (30) days prior to such meeting.