

**Michigan Department of Natural Resources and Environment
Accessibility Advisory Council
Bylaws**

ARTICLE I – NAME

The name of this entity shall be the Michigan Department of Natural Resources and Environment Accessibility Advisory Council (AAC).

ARTICLE II – PURPOSE

The purpose of this Council is to:

- A. Make recommendations relevant to accessibility to the Director and the Department that provide advice and guidance on development, management, and planning issues for opportunities to enjoy the natural resources available in the State of Michigan.
- B. Recommend the development of a broad variety of programs, facilities, and services designed to make the spectrum of natural resources available to the citizens and guests of the State of Michigan.
- C. Inform and educate the public about the importance of and need for accessibility to the natural resources of the State of Michigan.
- D. Strive to involve citizens in planning and development to ensure that the facilities, programs, and projects are barrier-free and accessible to all users.
- E. Evaluate the Department's programs, facilities, and services periodically to ensure that the Council's goals and objectives are being achieved.
- F. Recommend awards that recognize outstanding efforts to improve accessibility.

ARTICLE III – COUNCIL MEMBERSHIP

Composition

The Council shall consist of private citizens appointed by the Director of the Michigan Department of Natural Resources and Environment who demonstrate a clear interest in improving accessibility to the natural resources of the State of Michigan.

The Council will include non department state employees as ex-officio members appointed by the Director of the Michigan Department of Natural Resources and

Environment whose knowledge, experience, and leadership will be an important element for the success of the Council.

Compensation

Members shall serve without pay. Members of the Council may be reimbursed in compliance with State of Michigan travel standards and rates for their actual and necessary expenses incurred in the performance of their official duties as members of the Council.

Terms

Council members appointed shall receive 3-year terms from the date of appointment.

ARTICLE IV – OFFICERS

Officers

The officers of the Council shall consist of a Chairperson and Vice-Chairperson who shall be from the private citizen membership.

The Council shall elect officers from its membership at the first meeting of each even-numbered year. Officers shall be elected for 2-year terms.

The Council may elect a person to fill any vacancy among the elective officers. A person so elected shall serve for the remainder of the term.

Should the Chairperson position become vacant, the Vice-Chairperson shall assume the position of Chairperson until such time as an election is held.

Officer Duties

The Chairperson shall preside at meetings of the Council, appoint sub-committees, and perform all duties generally pertaining to the office of the Chairperson.

The Chairperson may appoint another member to preside at any scheduled meeting at which neither the Chairperson nor the Vice Chairperson are not in attendance.

Removal

The Council may remove a member for good cause. The Council may remove a Council member who does not attend three (3) consecutive meetings.

Council members may be removed from office by a vote of the majority of the Council members.

ARTICLE V – MEETINGS

Meetings

The Council shall meet from 4 to 6 times per calendar year.

Special meetings may be called by the Chairperson.

A majority of the Council constitute a quorum for the transaction of business at a meeting of the Council.

Notice of all meetings of the Council shall be given by mail at least fourteen (14) days prior to the meeting. Minutes of the previous meeting shall be submitted to the Council membership prior to the next meeting.

A Council member may authorize a substitute. A proxy or duly appointed organizational representative is authorized to vote.

The business of the Council shall be conducted at public meeting of the Council held in compliance with the Open Meetings Act, 1976, PA 267, MCL 15.261 to 15.275.

The official records of the Council shall be retained by the Michigan Department of Natural Resources. Any writing that is prepared, owned, used in the possession of or retained by the Council in the performance of an official function is subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246.

ARTICLE VI – AMENDMENTS

These bylaws may be amended by a two-thirds vote of the Council at a meeting at which a quorum is present, provided that the proposed amendment is circulated to the members at least ten (10) days prior to the regular or special meeting at which the members are to vote.

ARTICLE VII – SUPPORT

Support for the Accessibility Advisory Council will be provided through the Michigan Department of Natural Resources and Environment designated sponsor and the Department Accessibility Advisory Team.

Support will include, but not be limited to: Agendas, Minutes, Announcements, Meeting Arrangements, Facilitation of Special Work Groups.