

Association By-Laws

Article 1 Organization Name

Section 1 – This organization shall be known as the Town Highway Superintendents Association of Allegany County Inc.

Section 2- The “Town Highway Superintendents Association of Allegany County Inc.” within these By-Laws may also be referred to as: “Association”

Article 2 Mission Statement

Section 1 – The mission of the organization shall be to act as a medium of instruction in the conduct of highway construction and maintenance in the various municipalities throughout the County of Allegany, to interchange ideas among the members of the Association that each may gain from their colleagues, to coordinate the efforts of Highway Superintendents in the interest of better highways and more efficient service to the traveling public via a centralized communications point www.allbackroadsinfo.com; to investigate, study, discuss and recommend, improvements in government throughout the State of New York; to advocate and support such legislation as may be for the betterment of the municipalities in the State and to use the influence of the members to oppose legislation not conducive to the best interest of the people of the State and particularly the interest of Allegany County, at all times promoting the principle of home rule in the local governments of the State of New York.

Section 2 – All the objectives of the Association shall be pursued on a strictly nonpartisan basis, and no partisan matter shall be presented or discussed as a matter of business at any of the meetings of the Association.

Article 3 Officers and Elections

Section 1 – The officers of the Association shall be President, 1st Vice President, 2nd Vice President, and Secretary-Treasurer and shall be elected for one year. All terms of office shall begin the first of January following the election of officers.

Section 2 – On the second Tuesday of the month of September, the President shall appoint a nominating committee of not more than five members, who shall make nominations of all Officers and Executive Committee Members and report the same at the Annual Meeting of the Association. Nothing herein provided, however, shall prevent other nominations being made direct from the floor. At the Annual Meeting of the Association, an election shall be held and officers elected for the ensuing year.

Section 3 – Executive Committee: The Executive Committee shall consist of 11 members, the four elected officers, three active Town Superintendents, three Associate Members and one representative of the Allegany County D.P.W. Annually, at the Annual Meeting of the Association, the nominating committee shall make nominations to fill all positions as described in Article 3, section 2.

Section 4 – Any vacancies in office shall be filled for the unexpired term by majority vote of the Executive Committee.

Section 5 – The Executive Committee shall audit the books of the Secretary-Treasurer of the Association at the organizational executive meeting in the month of January.

Article 4 Duties of Officers

Section 1 – President: The President shall be the official representative of the Association; he shall preside at all meetings and conduct the same, make all appointments, participate in all committee meetings, and conduct matters pertaining to the Association. In case of the absence of the President, the Vice President shall preside in his stead. In the case of the absence of the President and Vice President, the meeting shall be presided over by the 2nd Vice President.

Section 2 – 1st Vice President: Shall act in the absence of the President as outlined in Section 1.

Section 3 – 2nd Vice President: Shall act in the absence of the 1st Vice President as outlined in Section 2.

Section 4 – The Secretary-Treasurer shall be present and take the minutes of all meetings and any Executive Committee meetings, receive all monies, hold all funds, administrate the Drug and Alcohol Program, and perform all the usual duties of the Secretary-Treasurer.

Section 5 – Any Association expenses incurred by any of the officers shall be properly charged to the Association.

Section 6 – The Executive Committee shall have charge of all affairs of the Association during the interim between regular meetings. Any necessary expense in connection with the meeting and work of the Executive Committee shall be a proper Association charge.

Article 5 Membership

Section 1 – Membership in this Association shall be of three classes: Active, Associate and Honorary.

Active members shall have a vote at any meeting of the Association but must be duly elected or appointed Highway Superintendents, in good standing in the Town Highway Superintendents Association.

Associate members shall not have a vote in the Association. To qualify for membership, an Associate member shall be a member of a firm, a representative of a firm or partnership or any person connected with the State, County, Town or Village in a governmental capacity other than a Town Superintendent of Highways and in good standing in the Town Highway Superintendents Association.

To be a member in good standing the following criteria must be met: 1) All Association assessments must be paid no later than January meeting date. 2) Any Active or Associate member who falls in arrears may only be reinstated by majority vote of the Executive Committee. 3) Dues for all members shall be decided annually by the Executive Committee. 4) Any member who acts in opposition to this Association's Mission Statement may be removed as a member by a majority vote of the Executive Committee.

Honorary membership shall be granted to any retired member of the Association with 10 years participation and in addition, to any Superintendent who becomes disabled or deceased while holding office. Honorary members shall not have a vote in the affairs of the Association. Retired Superintendents with 10 years of service or who become disabled or deceased while holding office shall be added to the Association's "Honorary Members Role" and will be listed annually in the Association Directory.

Article 6 Meetings

Section 1 – Meetings: The meetings of this Association shall be held each month at such place and date in the County of Allegany, with the exclusion of joint Association meetings with other counties, as determined by the Meetings Committee, and approved by the Executive Committee. Costs associated with the monthly meetings will be established annually by the Executive Committee.

Anyone who attends a regular meeting and is associated with a highway department will be charged \$10 for their meal. Anyone attending which is not associated with a highway department will be charged \$20 for their meal. Any retired member will be charged \$5 for their meal. These costs will be reviewed annually and adjusted as needed by the Executive Committee.

A Town Superintendent must attend at least three regular meetings in one year to qualify as a Host of a meeting. Any Superintendent hosting a meeting will be responsible to secure a signed contract with the establishment and return said contract to the Meeting Committee Chairman two weeks prior to the meeting. Any establishment hosting a meeting shall be an advertiser of the Association except non-profit organizations.

The regular December meeting shall be known as the “**Annual Meeting of the Association**”.

Section 2 – Special meetings of the full organization and/or the Executive Committee may be held at such time and places as may be determined by the President.

Section 3 – Notice of Meeting: The notice of the monthly meetings or special meeting shall be given by the Secretary, via the Association website, use of email, or (if necessary) mailing to each member of the Association a notice in writing of the time and place thereof, at least five days prior thereto.

Section 4 – Quorum: Seven members, one of whom shall be the President or Vice President, shall constitute a Quorum for special meetings. Five members shall constitute a Quorum for all executive meetings.

Article 7 Salaries

Section 1 – Salaries: No salaries shall be paid any of the officers, but expenses incurred in the performance of their duties may be paid by the Association.

Article 8 Paid Expenses

Section 1 – Any member who is elected to the Executive Committee of the New York State Association of Town Superintendents of Highways Inc. may have his expenses paid by the Association upon approval of the majority of the Association.

Section 2 – Any member may have their expenses paid by the Association for such events deemed beneficial to the good of the entire Association. Such events and costs to be covered shall be prior approved by the Executive Committee.

Article 9 By-laws Amendment

Section 1 – At any regular or special meeting where a Quorum is present, the members may by majority vote, amend the by-laws in whatever way is deemed advisable.

Article 10 Administrative

Section 1 – The Board of Directors for the Town Highway Superintendents Association of Allegany County, Inc., Shall be:

1. President
2. 1st Vice President
3. 2nd Vice President
4. Secretary-Treasurer

Section 2 – The mailing address for the Corporation will be as follows:

Town Highway Superintendents Association of Allegany County, Inc.
Jesse Griffith
10954 Mill St.
Swain, NY 14884

Section 3 – The central point of communications will be the Association website and email:

www.allbackroadsinfo.com

acthsa@gmail.com