

# **DANIA BEACH AIRPORT ADVISORY BOARD BY - LAWS**

## **ARTICLE I - THE BOARD**

**SECTION 1 - NAME OF BOARD.** The name of the board shall be the Dania Beach Airport Advisory Board hereinafter called board.

**SECTION 2 - PURPOSE.** The board is to make recommendations to the city commission of the City of Dania Beach concerning aviation operations and policies nationally and the effect of these policies and operations on residential neighborhoods around airports. In Broward County, the board shall be particularly concerned with the operations and policies at the Ft. Lauderdale-Hollywood international airport and the effect these operations and policies have on the health, safety, and well being of the citizens of Dania Beach.

**SECTION 3 - MEMBERSHIP.** The members are appointed by the city commissioners of the City of Dania Beach. Board members shall be bona fide residents of the city of Dania Beach.

## **ARTICLE II - OFFICERS**

**SECTION 1 - OFFICERS.** The officers of the board shall be a chairperson and a vice-chairperson.

**SECTION 2 - CHAIRPERSON.** The chairperson shall preside at all meetings of the board. At each meeting, the chairperson shall submit recommendations and information concerning the business, affairs, and policies of the board.

**SECTION 3 - VICE CHAIRPERSON.** The vice-chairperson shall perform the duties of the chairperson in the absence or incapacity of the chairperson. In case of the resignation of the chairperson, the vice-chairperson shall perform such duties as are imposed on the chairperson until such time as the board shall elect a new chairperson.

**SECTION 4 - ELECTIONS.** The chairperson, and vice-chairperson, shall be elected as soon as possible after the organizational meeting of the Dania Beach Commission following regular city elections. They shall be chosen from among the board members. They shall hold office for one (1) year or until such time as their successors are elected and qualified. Officers of the board, once elected, cannot succeed themselves at the next yearly election.

**SECTION 5 - VACANCIES.** Should the office of chairperson or vice-chairperson become vacant, the board shall elect a successor from its membership at the next meeting and such election shall be for the unexpired term of said office.

**SECTION 6 - ABSENCES.** If a board member has **two (2)** consecutive unexcused absences for a regular meeting in a calendar year, or **four (4)** absences whether excused or not in a calendar year, the chairperson shall ask the Dania Beach city commission to appoint a new member. A board member can apply for an excuse by notifying the airport board clerk of the City of Dania Beach before the date and time of the meeting stating their reasons for their absence. The board shall vote on whether or not to grant the excuse. If a majority of those attending the meeting vote yes, the excuse will be granted to the absent member. The chairperson shall notify all members who **have one (1)** unexcused absence within a twelve (12) month span, with copies of said notice provided to the city clerk of the City of Dania Beach and the commissioner who made the appointment.

### **ARTICLE III - MEETINGS**

**SECTION 1 - REGULAR MEETINGS.** The date and time of the meetings shall be established by the City of Dania Beach. Meetings shall be held no later than 7:00 p.m. All notices of such meetings shall be posted in the public display case at Dania Beach city hall seven (7) days prior to a meeting. Board members shall receive written notice from the board clerk seven (7) days prior to the meeting date.

**SECTION 2 - SPECIAL MEETINGS.** Special meetings may be called by the chairperson or vice-chairperson. Board members shall receive written notice from the board clerk of such meeting three (3) days prior to the meeting date.

**SECTION 3 - QUORUM. FIVE (5)** Members shall constitute a quorum. If a quorum is not reached 15 minutes after the time set for a meeting, a quorum will not have been reached and the meeting shall be adjourned.

**SECTION 4 - ORDER OF BUSINESS.** The following shall be the order of business:

1. Roll call
2. Approval of the previous meeting's minutes
3. Presentations
4. Reports of the sub-boards
5. Unfinished business
6. New business
7. Adjournment

**SECTION 5 - MANNER OF VOTING.** Voting on all questions coming before the board shall be by roll call, the yeas and nays shall be entered upon the minutes of such meeting.

## **ARTICLE IV - AMENDMENTS TO THE BY-LAWS**

**SECTION 1 - AMENDMENTS TO THE BY-LAWS.** By-laws may be amended by voting on the proposed amendment. If two thirds (2/3) of the board members present vote for a proposed amendment to the by-laws, the by-laws will be considered to have been amended.