

# RIVERSIDE MODEL DEAF COMMUNITY COMMITTEE BYLAWS

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## ARTICLE I – NAME AND DEFINITIONS

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### Section 1.

- a. The name of this organization shall be the Riverside Model Deaf Community Committee (the “Committee”).
- b. “Members” shall mean voting members of the Riverside Model Deaf Community Committee.
- c. “City” shall mean the City of Riverside.

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## ARTICLE II – PURPOSE

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Section 1. The Riverside Model Deaf Community Committee is an organization comprised of interested individuals dedicated to issues involving deaf, hard of hearing, and hearing persons, other community organizations, educational establishments, the City and other public agencies, and other private and public organizations, working together for the betterment of the entire Riverside community.

Section 2. The Riverside Model Deaf Community Committee’s goals include, but are not limited to, the following:

- a. Provide a forum for communication among various organizations dedicated to issues involving deaf, hard of hearing, and hearing persons, other community organizations, educational establishments, the City and other public agencies, and other private and public organizations.
- b. Promote a “deaf-friendly” community for the deaf and hard of hearing by developing awareness, acceptance, and sensitivity on a City-wide basis.
- c. Promote access for the deaf and hard of hearing in public activities and special events.
- d. Provide information to the public about services and support groups for the deaf and hard of hearing.
- e. Educate local employers and promote equal employment opportunities for the deaf and hard of hearing.
- f. Network and establish ongoing relationships with community organizations, educational establishments, the City and other public agencies, and other private and public organizations.

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## **ARTICLE III – MEMBERSHIP**

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Section 1. The Riverside Model Deaf Community Committee shall consist of a maximum of 22 members. Membership shall be comprised of interested individuals.

Section 2. All members of the Committee shall be appointed by the Mayor, with recommendations submitted by the Committee.

Section 3. In appointments to the Committee, its members shall take into consideration whether the Committee is adequately represented by persons who are deaf or hard of hearing.

Section 4. The term of Committee membership shall be 4 years. There is no limit to the number of terms a person may serve as a member of the Committee.

Section 5. If a seat on the Committee becomes vacant before expiration of the term, the seat shall be filled by appointment by the Mayor as soon as possible in the same manner as the original filling of the seat.

Section 6. A majority of all Committee members shall constitute a quorum for the transaction of business. A motion shall carry upon the affirmative vote of the majority of the members present at the meeting.

Section 7. The Mayor shall be an ex officio member of the Committee, entitled to vote, but not counted for purposes of obtaining a quorum.

Section 8. Members shall be responsible for addressing issues of concern to the Committee.

Section 9. Members will be expected to regularly participate in meetings and other committee activities, as well as serve on standing and/or ad hoc subcommittees.

Section 10. Subcommittees and programs of the Committee shall be established by majority vote of members present and voting.

Section 11. Subcommittee members and chairpersons shall be appointed by the Committee Chair.

Section 12. Members may be removed from the Committee by the Mayor, upon the recommendation by a two-thirds vote of the members present and voting for the following causes:

- a. Absence from three consecutive regular meetings, unless an absence is excused by the Committee Chairperson, will result in automatic removal.
- b. Incompetence, misconduct, malfeasance, misfeasance, nonfeasance, neglect of duty, or conviction of a crime involving moral turpitude.

- c. Refusal to resign from the Committee when no longer fulfilling the duties of membership.
- d. Absence, whether excused or unexcused, from more than one-third of the regularly scheduled meetings in any term year, will result in automatic removal.

Section 13: Members shall be subject to all applicable local, state and federal laws and codes of ethics adopted by the City Council.

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## **ARTICLE IV – OFFICERS**

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Section 1. The officers of the Riverside Model Deaf Community Committee shall consist of Chairperson, Vice-Chairperson, and Treasurer.

Section 2. Officers shall be elected in February by ballot. Each officer shall serve a term of four years beginning in February and ending in January of that fourth term year.

Section 3. In the event of the resignation or removal of the Chairperson during the year, the Vice-Chairperson shall become the Chairperson.

Section 4. In the event of the resignation or removal of the Vice-Chairperson, a new election shall be held to fill the vacant office at the next regularly scheduled meeting.

Section 5. The duties of the Chairperson shall be to preside over all meetings of the organization, to appoint subcommittee chairpersons, and to communicate on behalf of the Committee to local government, the press, or other organizations.

Section 6. The duties of the Vice-Chairperson shall be to preside over meetings of the organization in the absence of the Chairperson and to succeed to the office of Chairperson in the event of a vacancy in that position.

Section 7. The Chair shall sign all documents on behalf of the Committee after such documents have been approved by the Committee. The Chair shall perform other duties and responsibilities as may be imposed upon the Chair by the Committee.

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## **ARTICLE V - MEETINGS**

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Section 1. The regular meeting of the organization shall be held monthly generally commencing at 4:00 p.m. on the fourth Monday of the month at Riverside City Hall, with no meeting being held in December.

Section 2. A special meeting of the Committee may be convened at the call of the Chairperson, or of the Vice-Chairperson in the absence of the Chairperson. Upon petition of five members of the Committee, the Chairperson shall be required to call a special meeting of the Committee within one week of the petition. Members shall be given at least 24 hours notice before any special meeting.

Section 3. The Committee may promulgate such rules, regulations, policies, and procedures for its conduct, as it deems necessary.

Section 4. All meetings of the Committee shall be open to the public and notice and an agenda shall be given to the public prior to convening of any meeting in accordance with the requirements of the Brown Act, Section 54950, et seq. of the California Government Code.

Section 5. Unless the meeting has adopted some other procedure, all meetings of the Committee are governed by the applicable procedures set forth in the City Council resolutions relating to the conduct of meetings of the City Council. If no applicable procedure exists, then the Committee must follow the most current edition of "Robert's Rules of Order."

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**ARTICLE VI – RECORDS**

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Minutes of each meeting will be kept on file in Office of the Mayor, City of Riverside. A copy of the minutes shall be sent to the Mayor, Members of the City Council, the City Manager, and the City Clerk.

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**ARTICLE VII – AMENDMENTS**

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Section 1. The bylaws of the Committee may be amended at any regular meeting, provided that the proposed amendments have been sent to all members prior the meeting at which they are to be considered.

Section 2. Amendments must be approved by a two-thirds vote of the members present and voting.

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**ARTICLE VIII – ANNUAL MEETING AND REPORT**

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The Committee shall present a written annual report and presentation to the City Council on the second Tuesday of January each year.

Dated \_\_\_\_\_, 2015

Chairperson

Vice Chairperson

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