

## BYLAWS

### Southern Teton Area Rapid Transit (START)

#### 1. Purpose:

To operate a transit system providing transportation between various points within the Town of Jackson, Wyoming, other unincorporated areas of Teton County, Wyoming and the surrounding region in accordance with applicable laws.

#### 2. Qualification for membership:

There shall be an odd number of not fewer than five (5) members, who shall be qualified electors of Teton County, Wyoming appointed by joint appointment by the Board of County Commissioners of Teton County, Wyoming and the Mayor and Town Council of the Town of Jackson, Wyoming.

#### 3. Vacancies for Unexpired Terms on the Board:

Vacancies for unexpired terms shall be filled by joint appointment by the Board of County Commissioners of Teton County, Wyoming and the Town Council of the Town of Jackson, Wyoming. A vacancy shall exist if during the term for which appointed any board member no longer qualifies pursuant to state law for such appointment or otherwise resigns.

#### 4. List of offices:

There shall be a chairperson, vice-chairperson, treasurer, and secretary. An individual may hold two offices.

#### 5. Powers and duties of officers:

**Chairperson:** The chairperson shall be the principal executive officer of the board and shall in general supervise all of the business and affairs of the board. They shall perform all duties incident to the office of chairperson and such other duties as may be prescribed by the members from time to time.

**Vice-chairperson:** The vice-chairperson shall serve as the principal executive officer in the absence of the chairperson. They shall preside at all meetings, in the absence of the chairperson, and may perform all duties as may be prescribed by members from time to time in the absence of the chairperson.

**Treasurer:** The treasurer shall oversee the budget process.

**Secretary:** The secretary shall see that minutes of the meetings of the members of the Board are kept in accordance with law.

#### 6. Officers:

Officers shall be elected at the annual meeting of the board, or as soon as possible thereafter. Vacancies shall be filled at the next meeting of the board after the vacancy occurs. The election of officers and filling of vacancies shall be by a majority of all board members and not by a majority of those present. Nominations shall be made from the floor and votes shall be

by written ballot, to be collected, tallied, and the results announced by the Town Attorney. Voting shall take place until one nominee obtains a majority of support. The newly elected officers shall take office immediately following the close of the meeting at which they are elected and the term of office shall be one year. Officers may be removed from office at any meeting of the Board by a majority of all board members and not by a majority of those present. Resignations of officers go to the secretary of the Board for dissemination to the full Board.

**7. Timing and types of meetings:**

The annual meeting of the board will be the first regular meeting in the month of January each year.

- a. Regular meetings of the Board shall be set at the annual meeting of the Board and held in the Teton County Wyoming County Commissioner's Chambers located at 200 South Willow Street, Jackson, WY 83001 Jackson, Wyoming and/or via electronic conference.
- b. Special meetings may be called by the chairperson by giving notice in accordance with state statute. No business other than noticed shall be considered at a special meeting.
- c. The Board may hold an emergency meeting on matters of serious immediate concern to take temporary action without notice. Reasonable effort shall be made to offer public notice. All action taken at an emergency meeting is of a temporary nature and in order to become permanent, shall be reconsidered and acted upon at an open public meeting within forty-eight (48) hours.

**8. Rules of Decorum.**

Each person addressing the Board shall stand, state their name and address for the record, state whom they represent if they represent an organization or other persons, and unless further time is granted by the Board, shall limit their remarks to five (5) minutes. All remarks shall be addressed to the Board as a whole and not to any member thereof. No question shall be asked a Board member, Town, or County staff, or of the audience without permission of the Chairperson.

**9. Quorum for meetings:**

A quorum shall consist of not less than 50% plus 1 member of the members. If a quorum is not present, the meeting cannot be held. The agenda will carry over until the next regular meeting or if necessary a special meeting of the board may be called.

**10. Committees:**

The committees of the Board shall be determined at the annual meeting and shall be effectuated by a majority vote of the Board. Any committee so appointed will be required to submit their recommendations for approval at any meeting of the full Board.

**11. Accounting and budget systems:**

In order to avoid unnecessary redundancies and take advantage of established fiscal, personnel, insurance and other arrangements, the transit system department shall operate utilizing Town personnel policies, Town fiscal management and auditing, Town retirement and health and medical insurance and Town casualty and personal liability insurance, etc.

The finally approved budget of the Department shall be within the Town's budget and the Town shall be responsible for performing all required audits and reporting to appropriate agencies.

12. **Amendments to Bylaws:**

These Bylaws may be amended at any regular meeting of the Board. Amendments to these Bylaws shall be by a majority of all board members and not by a majority of those present.

Approved and adopted by the Board of the Southern Teton Area Rapid Transit System and effective the 26<sup>th</sup> day of January of 2023.



Jared Smith, Chairperson

Attest:



LizAnn Eisen, Secretary