

TACC Bylaws

The Bylaws of the Triple-A Council of California as amended May 10, 2017.

BYLAWS

of

THE TRIPLE-A COUNCIL OF CALIFORNIA

ARTICLE I Purposes

Section 1. Purposes:

The mission of the Triple-A Council of California (TACC) is to:

- Promote communication and collaboration among local Area Agency on Aging advisory councils, and key state partners;
- Educate through the exchange of information, ideas, trends, and models of service delivery;
- Advocate on issues of concern in local/state planning processes; and
- Strengthen the effectiveness of local advisory councils.

ARTICLE II Membership

Section 1. Membership

The TACC Membership consists of the Presidents, Chairpersons or designee of each of the 33 Area Agency on Aging advisory councils. TACC members must be confirmed by the Area Agency on Aging Director (or designee) in writing to the TACC office prior to attending their first meeting.

Section 2. Size and Qualifications:

The Membership shall consist of no less than thirty-three (33) and no more than thirty-six (36) members who:

1. Are serving as the current Chairperson, President or designee of an advisory council to an Area Agency on Aging (AAA) in the state of California as required by section 9403 of the California Welfare and Institutions Code (advisory councils

are defined in the Older Americans Act of 1965 as amended and in the Federal Register, page 33772, paragraph 1321.57 dated August 31, 1988.); or

2. Are currently serving as an elected officer of TACC; or
3. Are the Immediate Past President.

Section 3. Alternate Members:

- A. One Alternate member may be designated to substitute for the member in her/his absence.
- B. The Alternate member shall be appointed by the Area Agency on Aging in accordance with Advisory Council bylaws and must be a member of that council.
- C. Acting for the member, the Alternate member shall have all rights and privileges of a member subject to restrictions contained in the bylaws.
- D. If the member and Alternate member are both present at a TACC meeting, only the member shall be entitled to TACC reimbursement for that entire meeting.

Section 4. Voting:

Each member in attendance at a meeting shall have one vote. Alternate members may vote only in the absence of a member.

Section 5. Regular and Special Meetings:

- A. All meetings of TACC shall be held in Sacramento, California, unless the members decide otherwise.
- B. Regular meetings shall be held at least twice a year.
- C. The President, or five (5) members, may call a special meeting or change the date and time of a meeting on written request to the Executive Committee. Such meetings shall be held in accordance with the Bagley Keene Open Meeting Act. (Gov. Code Section 11120-1132.)

Section 6. Quorum:

- A. A quorum for the transaction of business shall be comprised of one-third (1/3) of the current Membership.
- B. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of members, if any action taken is approved by at least a majority of the required quorum for such meeting.

C. Each member or Alternate member shall have one vote, and shall vote in person.

Section 7. Compensation:

The members and Alternate members shall serve without compensation, provided, however, that nothing in this section shall prohibit reimbursement of the members or Alternate members for their actual allowable expenses which have been fixed and determined by State Law.

In those instances where the local AAA provides reimbursement for its council member to attend TACC, members shall comply with AAA reimbursement rules.

**ARTICLE III
Officers**

Section 1. Officers:

The officers of the TACC shall be a President, Vice President, and the Immediate Past President.

Section 2. Election of Officers:

A. Nominations for these offices shall be made by the Nominating Committee and delivered by postal mail or email to all TACC members at least 30 days prior to the meeting closest to July 1. Additional nominations may be made by the members at this meeting. The consent of each nominee shall be obtained prior to the nomination.

B. Election and installation of officers shall take place at the meeting closest to July 1st.

C. All officers shall have served at least one year on an advisory council to an Area Agency on Aging in California prior to election.

D. Officers shall assume their offices at the conclusion of the meeting at which they are elected and shall serve until the next annual election. The term of office shall be for one year.

E. Any President or Vice President elected to serve more than six (6) months of a vacated office shall be considered to have served a full one-year term.

F. No officer shall be elected to hold a specific office for more than two consecutive terms.

- G. An officer may continue to serve or be elected or re-elected as an officer. However, a member may not hold an elective position for more than six (6) consecutive years.

Section 3. Removal and Resignation of Officers:

- A. An officer may be removed for cause from office by a vote of two-thirds (2/3) of the Membership. The proposed action shall have been placed on the agenda and the officer shall have been notified in writing prior to the meeting.
- B. A vacancy occurs when an officer is no longer a member of a local advisory council.
- C. Any officer may resign at any time by giving written notice to the Membership. Any such resignation shall take effect on the date of receipt of such notice or at any later time specified therein. Unless otherwise specified, the acceptance of such resignation shall not be necessary to make it effective.

Section 4. Vacancies:

Vacancies in Executive Committee offices occurring between annual elections shall be filled for the unexpired term of the office by the same procedure used in the annual elections.

Section 5. Duties - President:

The President:

- A. If present, shall preside at all meetings of the TACC.
- B. Shall appoint chairpersons and members of committees subject to approval of the TACC.
- C. May be given additional duties consistent with these bylaws.
- D. May represent TACC personally, or may appoint a member to represent TACC to any outside association or group as would be appropriate the organization's function and/or purpose.
- E. Works with staff to develop meeting agendas.

Section 6. Duties – Vice President:

In the absence, or the inability to act, of the President, the Vice President shall act with all the authority of the President.

As directed by the President, the Vice President shall provide orientation and training for new members.

Section 7. Immediate Past President:

The Immediate Past President shall serve as a member of the Executive Committee.

In the event that the Immediate Past President is no longer a member of TACC, a Member-at-Large will be elected to serve.

ARTICLE IV Committees

Section 1. Standing Committees:

Standing committees of the TACC shall be as follows:

A. Executive Committee

1. The Executive Committee shall consist of the elected officers (President and Vice President) and the Immediate Past President. All members of the Executive Committee shall have voting privileges.

2. The Executive Committee serves in an advisory capacity to the President and to the TACC and is empowered to act for the TACC in an emergency. Such action must be approved by the TACC retroactively at the next regular meeting.

B. Nominating Committee:

1. The Nominating Committee shall be recommended by the President and ratified by a consensus of those members present. The Nominating Committee shall consist of three members: the Immediate Past President and two members. In the event there is no Immediate Past President the President shall recommend three members from the membership to serve as the Nominating Committee.

Should the services of the Committee be required earlier due to a vacancy in an office, it shall be so selected at the first regular meeting after the vacancy occurs. A quorum must be present at the time of the selection.

2. The Nominating Committee shall present a slate of nominations for officers of the TACC in accordance with the provisions of Article III, Section 2.

3. Vacancies in the Nominating Committee occurring after its selection, but prior to the meeting in which officers are elected, shall be appointed by the President.

Section 2. Other Committees:

TACC may establish additional committees, advisory groups, or task forces, with fixed terms. Such groups are advisory to the Membership and no action may be taken by them except to make recommendations. The Membership and chairpersons shall be appointed by the President subject to the approval of the TACC Membership.

Section 3. Membership:

With the exception of the Executive and Nominating committees, the President may appoint non-members to serve as committee members. The committee chair must be a member and the majority of the committee members must be members.

**ARTICLE V
Amendment of Bylaws**

Section 1. Amendment:

Any member may propose amendments to these bylaws. Proposed amendments must be submitted in writing to the Executive Committee. The Executive Committee shall be responsible for reviewing the proposal, placing the proposal on the agenda for the next regular meeting, and presenting a recommendation to the Membership at that meeting. These bylaws shall be amended only with the concurrence of two-thirds (2/3) of the members present and voting.

Section 2. Effective Date:

Amendments shall become effective immediately upon their adoption.

**ARTICLE VI
Parliamentary Procedures**

All meetings shall be conducted according to "Roberts Rules of Order Newly Revised," except when in conflict with these bylaws or with the laws of the State of California.

Original bylaws adopted August 19, 1978, amended February 16, 1979, February 16, 1981, October 7, 1982, July 24, 1986, May 27, 1987, January 26, 1989, May 24, 1989, March 23, 1994, January 25, 1995, December 4, 1996, January 27, 1999, March 22, 2000, November 20, 2002, March 9, 2005, July 26, 2006, September 10, 2008, November 17, 2008, February 5, 2009, May 3, 2012 and May 10, 2017 are on file with the Triple-A Council of California.