

# **BYLAWS OF THE LOUISIANA GEOGRAPHIC INFORMATION SYSTEMS COUNCIL**

## **ARTICLE I. GENERAL PROVISIONS**

### Section 1. Establishment:

This body is established by Act 922 of the 1995 Regular Session (R.S. 36:4(B)(1)(e) and hereinafter “Act”) of the Louisiana Legislature.

### Section 2. Name:

As provided by the Act, the name of this body shall be the Louisiana Geographic Information Systems Council (hereinafter “Council”).

### Section 3. Location:

As provided by the Act the Council shall be domiciled in Baton Rouge.

## **ARTICLE II. PURPOSE**

The Louisiana Geographic Information Systems Council was established by law to provide for interagency cooperation in the sound development of state geographic information systems and geographically-related information technology for the state of Louisiana.

## **ARTICLE III. DUTIES**

As provided by the Act the duties of the Council are:

1. To direct the activities of a center, the Louisiana Geographic Information Center (LAGIC), established to provide various GIS services to the state.
2. To establish GIS policies, procedures, and guidelines for the sharing of data and technology among state agencies.
3. To promote GIS use and development in Louisiana.
4. To provide a forum for the coordination and cooperation of state GIS efforts.
5. To attract funding for state GIS efforts.
6. To coordinate the acquisition of statewide data sets.
7. To facilitate the establishment of an infrastructure for network communication and data exchange among state GIS users.
8. To advise state agencies on the acquisition and implementation of GIS and related activities.
9. To coordinate GIS activities in state government with the activities of the Louisiana Data Base Commission.

**ARTICLE IV. MEMBERSHIP**

Section 1. Initial Membership:

The initial membership shall consist of the representatives of the agencies and organizations as provided by the Act.

Section 2. New Members:

Non-statutory members from entities in state government shall be added to or removed from the Council upon a positive vote of 2/3 of all members of the Council.

Section 3. Alternate Members:

Those members from state agencies may designate an alternate(s) by letter to the Chairman (with a copy to their appointing authority). The Police Jury Association, Louisiana Municipal Association, and Louisiana Assessors Association shall designate their alternates by letter to the Chairman. Alternates will act in place of the regular member in the regular member's absence. When more than one alternate is designated, the appointing authority shall rank the alternates and the highest ranking alternate in attendance shall act in place of the regular member.

**ARTICLE V. MEETINGS**

Section 1. Conditions:

The Council shall meet at least once each quarter on a fixed day determined by the Council. Additional meetings may be called by the chairman or upon the request of at least one-fourth of the members.

As provided by the Act, a quorum shall consist of a majority of the Council.

Failing a quorum at a meeting the chairman may call the members present into a committee of the whole to consider business. Any action taken by a committee of the whole must be approved by the Council in a meeting with a quorum prior to its taking effect.

An agenda of the upcoming meeting and summary minutes of the last meeting shall be provided to members prior to the meeting.

Section 2. Voting:

Any item called to a vote is approved by the majority vote of the Council or 2/3 of the members (or their alternates) present, whichever is smaller.

Section 3. Conduct:

The latest edition of *Robert's Rules of Order* shall be used for the conduct of meetings unless in conflict with these bylaws. Reference to *Robert's* shall be made only upon the request of a Council member.

The public is invited to attend meetings of the Council and, until a vote is called on an issue, is encouraged to participate in the discussions of the Council. The chairman has the discretion to limit discussion whenever it is in furtherance of the orderly conduct of business and progress of the meeting.

All meetings shall be voice recorded and a summation provided to all members.

**ARTICLE VI. OFFICERS**

In addition to the election of a chairman (as required by the Act), the Council shall elect a vice chairman to serve in the absence of the chairman. Officers terms shall be one year. (The term of the initial officers shall extend to the first meeting of the Council in calendar year 1997.) Officers are not restricted from reelection.

**ARTICLE VII. COMMITTEES**

Standing or special committees may be established by the chairman or by direction of the council.

Reports of committees to the Council shall be approved by a majority of the members of the committee. Minority reports may be presented to the Council by any member of a committee.

**ARTICLE VII. ACCEPTANCE, AMENDMENT AND REPEAL OF BYLAWS**

These bylaws shall be adopted upon approval of 2/3 of the membership of the council in meeting. These bylaws may be amended or repealed by 2/3 of the membership at a meeting of the Council, provided that a copy of any proposed amendment has been provided to each member at least thirty days prior to the date of the meeting.