

PIERCE COUNTY VISITORS BUREAU
(Created under the Nebraska Visitors Development Act)

BY-LAWS
REVISED April 4, 2019

ARTICLE I

NAME

The name of this organization shall be the Pierce County Visitors Bureau, hereinafter referred to as the
"Visitors Bureau Board" (VB Board)

ARTICLE II

PURPOSE

The purpose of the VB Board shall be:

1. To act as a consultant to the County Board of Commissioners in the issuing of a contract, if so desired, to carry out the provisions of the Nebraska Visitors Development Act.
2. To monitor and maintain a working relationship with any contractor that may be chosen.
3. To review the budget and program of work and make recommendations to the County Board of Commissioners in administering the proceeds of the County Visitors Promotion Fund.
4. Promote a better understanding of and seek community support for the travel and tourism industry by interpreting the role that it has in Pierce County.

ARTICLE III

MEMBERSHIP

Section 1. Recommendations for membership shall be made by the current VB Board and shall be presented to the County Board of Commissioners, from which they shall be appointed by the County Board of Commissioners.

Section 2. The VB Board shall consist of five (5) members, at least one (1) but no more than two (2) members of the committee shall be in the hotel industry.

Section 3. Each member shall serve for a term of four (4) years. Members may be subject to reappointment for additional terms, except that no member may serve more than two (2) consecutive four (4) year terms. Members may be reappointed after a two (2) year absence. All new appointments shall become effective upon reappointment by the County Board of Commissioners.

Section 4. After notification of a vacancy on the VB Board, the County Board of Commissioners shall appoint a replacement, following the recommendation from the VB Board. The appointment shall fill the unexpired term at the next regularly scheduled meeting of the County Board following the vacancy.

Section 5. Members shall receive no compensation for their services except reimbursement for necessary expenses. All expenses must be approved by both the Chairperson of the VB Board and approved as a claim by the Pierce County Board of Commissioners.

ARTICLE IV

MEETINGS

Section 1. The VB Board shall hold up to five (5) meetings per year at a time and place agreed upon by the membership. Two (2) meetings are to be held for approving grants, and three (3) meetings are to be held as needed.

Section 2. Special meetings may be called by the chairperson of the VB Board or the County Board of Commissioners.

Section 3. Three (3) of the five (5) appointed members shall constitute a quorum for the purpose of conducting business.

Section 4. The rules contained in the current edition of Robert's Rule of Order Newly Revised, shall govern the VB Board in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the VB Board may adopt.

ARTICLE V

OFFICERS

Section 1. The officers of the VB Board shall be elected by the members of the VB Board during the first meeting of the calendar year. Officers shall consist of the Chairperson, Vice-Chairperson and Secretary/Treasurer and shall serve for two (2) year terms.

Section 2. The duties of the officers shall be as follows:

CHAIRPERSON:

1. To preside over the meetings of the VB Board except when delegated to the Vice-Chairperson or a designated member.
2. To serve as chairperson for the Executive Committee
3. To appoint chairpersons and subcommittees
4. To serve as an ex-officio member of subcommittees
5. To approve agendas for each VB Board meeting
6. To excuse absences from regular or special meetings upon request of the absent member.

VICE-CHAIRPERSON:

1. To assume all duties in the absence of the Chairperson.
2. To serve as an ex-officio member of the committees.

SECRETARY/TREASURER:

1. To take minutes at all scheduled meetings.
2. To submit said minutes to the VB Board, Pierce County Clerk, Pierce County Commissioner seven (7) days prior to the next scheduled meeting.
3. To receive and submit all correspondence, including but not limited to, receipts, bills, county warrants.
4. To make a Treasurer's report available at each scheduled meeting regarding the state of the VB Board's finances, request for payment and payments made.

ARTICLE VI

COMMITTEES

Section 1. The Executive Committee shall consist of the officers of the VB Board and shall have the responsibility of all Board affairs in the intervals between meetings, and may execute with full power all matters which the VB Board may assign or delegate to it in so far as such matters are not inconsistent with these By-Laws.

Section 2. Subcommittees may be appointed by the Chairperson who may also designate Chairpersons of the respective subcommittees. Such subcommittees shall meet at times and places set forth and agreed upon by the persons of the particular subcommittee.

ARTICLE VII

PUBLIC ACCOUNTABILITY

The VB Board meetings are public meetings; copies of the agenda and official minutes will be made available to the press and public upon request, provided the Pierce County Clerk is available.

Public notices of each public meeting shall be posted in the county post office no later than seven (7) days in advance of any scheduled meeting.

ARTICLE VIII

AMENDMENT OF BY-LAWS

These By-Laws may be amended at any regular meeting of the VB Board by a two-thirds vote of the Executive Committee, provided that the amendment has been submitted in writing at a previous regular meeting.