



BYLAWS

Article I – Name

The name of this organization shall be Keep Milliken Beautiful (KMB), with its principal place of business at Milliken Public Works Operations Facility, 2951 Ash Street, Milliken, CO 80543.

Article II – Object

The object of the organization shall be charitable and educational in order to promote the Keep America Beautiful program of litter prevention, beautification and community improvement and minimization of the impact of solid waste in Milliken.

Section 1, Mission. To make Milliken the cleanest, most beautiful community in which to live, work and visit.

Section 2, Vision. To educate and engage individuals to take responsibility for improving their community environment.

Section 3, Goals. The goals of Keep Milliken Beautiful are:

1. Litter Prevention
2. Beautification
3. Reduce, Reuse and Recycle

Article III – Membership

Membership shall be open to any individuals, families, governmental agencies, clubs, civic organizations, schools, churches, businesses and other groups who support the purposes, mission, vision and goals of the Keep Milliken Beautiful organization.

Section 1, Classes of Membership. The Commission shall determine classes of membership and dues for each class of membership.

Section 2, Annual Dues. For those classes of membership subject to annual dues, the annual dues shall cover the period of January 1 through December 31.

Article IV – Meetings

The governing body of the KMB organization shall meet monthly. Notice of regular monthly meetings shall be mailed or e-mailed to the members at least seven (7) days prior to the meeting.

Special meetings may be called by the Chairperson or on petition of at least (3) members of the governing body. Notice of special meetings shall be given to the members in the most timely manner to assure a quorum.

Three (3) members of the governing body shall constitute a quorum.

Article V – Commission

Section 1. Governing Body. The governing body of Keep Milliken Beautiful shall hereinafter be termed “The Commission”. The number of members shall be a minimum of Five (5) and maintained at an odd number. The Commission shall have full power and authority to promote the objectives for which the Keep Milliken Beautiful is organized. Each commission member shall represent one (1) vote. All members shall serve on a voluntary basis and shall not be compensated.

Section 2. Term of Office. The Commission members shall be appointed to serve four-year overlapping terms ending on even-numbered years; except that one half of the members will initially be appointed for a two-year term of office and one-half of the Commission members will be appointed for a three-year term of office. Thereafter, the term of these members shall be four years.

Section 3. Executive Director. The Town of Milliken shall designate a staff person as the Keep Milliken Beautiful Executive Director. The Executive Director shall serve as a non-voting member of the Commission. The Executive Director shall be the manager of the daily operations of the Organization.

Section 4. Responsibilities. The Commission shall be responsible for:

- a. the enactment of such rules and regulations as may be deemed necessary to conduct the business of Keep Milliken Beautiful so long as they are not inconsistent with these Bylaws.
- b. the approval of the actions of all committees.

Section 5. Vacancies. In the event of resignation, removal from office, death or a vacancy in the Commission, the Commission shall recruit and recommend Commission member candidates and the Commission may appoint a candidate to the Commission to fill the remaining term of the vacancy.

Section 6. Resignations. Any Commission member may resign at any time by giving written notice of such resignation to the Commission. Unless otherwise specified in such written notice, such resignation will take effect upon receipt and acceptance thereof by the Commission.

Section 7. Removal from Commission. Any Commission member may be removed from the Commission by the affirmative vote of two-thirds of the entire Commission. If a Commission member misses three consecutive meetings without an excuse deemed reasonable by the Commission, it will be considered an automatic resignation, and he/she will be notified in writing.

Article VI – Officers and Duties

Section 1. Officers. The officers of the Organization shall be the Chairperson, Vice-Chairperson, and Secretary.

Section 2. Chairperson. Shall preside at all meetings of the Commission. The Chairperson shall perform all duties incidental to the office and advise such action as may be deemed likely to increase the objectives of the Commission.

Section 3. Vice-Chairperson. Shall preside in the absence of the Chairperson and shall perform such other duties as may be delegated by the Chairperson.

Section 4. Secretary. Shall ensure that minutes of the meetings and attendance records are accurate.

Article VII – Committees

Section 1. Standing Committees. There shall be four (4) Standing Committees. The Chairperson of each committee shall be a member of the Commission, and will be appointed by the Chairperson of the Commission. In addition, the Commission, in concert with each committee chairperson, will appoint a number of members and/or volunteers to each committee sufficient for the committees to fulfill their responsibilities. The four standing committees shall be:

1. Finance
2. Membership
3. Volunteers
4. Programs/Projects

Section 2. Other Committees. The Commission may direct the Chairperson to appoint members to any special committee, and may notify any committee of termination unless it is a standing committee listed in the Bylaws. These appointees can include commission members, persons from general membership, sponsors, and people from the community.

Section 3. Committee Actions. The chairperson of a committee shall report to the Commission at each meeting. All projects and funding must be approved by the Commission.

Article VIII – Parliamentary Authority

“Robert’s Rules of Order, Newly Revised” will be the authority of all questions of parliamentary law not covered by these Bylaws or Standing Rules. The Chairperson may appoint a Parliamentarian.

Article IX – Political Activity

Section 1. Support of Issues. It shall be the intent of the Commission to work with government officials for enactment and enforcement of laws, ordinances, and regulations compatible with the objectives and purposes of the Commission.

Section 2. Candidate Support. The Commission shall not engage in any activity either supporting or opposing the candidacy of any individual, group or individuals, or party for political office.

Article X – Grants, Donations, Gifts, etc.

The Commission shall have the authority to determine which projects/programs are applicable to its purpose and be empowered to receive and spend grants, donations, gifts, bequests and other funds available for the purposes which the Commission exists. The Town of Milliken may provide matching funds for such grants, donations, gifts or bequests subject to current budget constraints. The Commission shall utilize approved Town of Milliken purchasing procedures and policies and accounting methods when handling such grants, donations, gifts or bequests.

Article XI – Amendments

The Commission may amend these Bylaws either by mail ballot or at any meeting of the Commission at which a quorum is present, provided that the proposed amendment is inserted in the notices of such meeting.