

**BYLAWS OF THE
MICHIGAN STATE PARKS ADVISORY COMMITTEE**

ARTICLE I - NAME

The name of this organization shall be the Michigan State Parks Advisory Committee (MSPAC).

ARTICLE II - PURPOSE

The purpose of this Committee is to:

- Advise and make recommendations to the Natural Resources Commission, the Department of Natural Resources (DNR) Director and the DNR Parks and Recreation Division on state parks policy and provide guidance on state park development, management, and planning issues.
- Seek the development of a broad variety of programs, facilities, and services for citizens utilizing Michigan state parks and recreation areas.
- Inform and educate the public about the importance of, and need for, Michigan's state parks.
- Strive to involve citizens in the planning and development of Michigan state parks, and to ensure that the facilities, programs and projects are barrier-free and accessible to all citizens.
- Establish and maintain effective public relations regarding state parks, utilizing all appropriate communications media.
- Advise on financial planning and pursue adequate budget support for Michigan state parks.
- Serve as a liaison and coordinate with other agencies to ensure a cooperative effort to provide the most effective and economical services possible at all Michigan state parks.
- Evaluate the state parks programs, facilities, services, and relationships periodically to assure that the committee's goals and objectives are being achieved.

ARTICLE III - COMMITTEE MEMBERSHIP

Section 1: Composition

The Committee shall consist of 16 individuals appointed by the Director of the Department of Natural Resources, with the advice of the Natural Resources Commission.

The committee will have two ex-officio non-voting members that are current members of the Michigan State Waterways Commission and the DNR Accessibility Advisory Council.

Section 2: Compensation

Members shall serve without pay. Members of the committee may be reimbursed for their actual and necessary expenses incurred in the performance of their official duties as members of the committee pursuant to established guidelines.

Section 3: Terms

Committee members shall serve for terms of four years or until a successor is appointed, whichever is later. Ex-officio members will be selected by their respective groups or organizations.

ARTICLE IV - OFFICERS

Section 1: Title and Number

The elective officers of the committee shall be a Chairperson and Vice-Chairperson.

Section 2: Election

Every other year, at the first meeting of the year, the Chair of the Natural Resources Commission and the DNR Director will select the committee Chairperson and Vice-Chairperson. Officers will serve for a two-year term.

Section 3: Chairperson

The Chairperson shall preside at meetings of the committee, appoint sub-committees and perform all duties generally pertaining to the office of the Chairperson.

Section 4: Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in their absence.

Section 5: Removal

Committee officers may be removed from office by a vote of the majority of the members of the committee.

Section 6: Vacancy

The Director of the DNR and Chair of the Natural Resources Commission will select a member to fill a committee vacancy. A person so appointed shall serve for the remainder of the term.

ARTICLE V – MEETINGS

Section 1: Number

The committee shall meet a minimum of four times per year that coincide with regularly scheduled NRC meetings.

Section 2: Special Meetings

Special meetings may be called by the Chairperson.

Section 3: Quorum

Eight members of the committee constitute a quorum for the transaction of business at a meeting of the committee. A majority of the members constituting a quorum and serving are required for official action of the committee.

Section 4: Policy Position

All proposed policy positions shall be sent to the committee members at least one week in advance of the next scheduled meeting. Electronic mailings are acceptable.

Section 5: Emergency Resolutions

The adoption of emergency resolutions - those not sent out one week prior to a scheduled meeting - shall require the approval of three-fourths of those constituting a quorum.

Section 6: Official Records

The official records of the committee shall be kept by and at the offices of the Department of Natural Resources. A writing prepared, owned, used in the possession of or retained by the committee in the performance of an official function is subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246.

Section 7: Notice

Notice of all meetings of the committee shall follow the notification procedures of the Natural Resources Commission. Minutes of the previous meeting shall be submitted to the committee members prior to the next meeting.

Section 8: Open Meetings

The business of the committee shall be conducted at a public meeting of the committee, held in compliance with the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.

Section 9: Conduct

Robert's Rules of Order shall govern the committee, except as provided in the adopted bylaws.

ARTICLE VI - REMOVAL OF COMMITTEE MEMBERS

Section 1: Removal

The committee may remove a member of the committee for incompetence, dereliction of duty, malfeasance, misfeasance, or nonfeasance in office, or any other good cause upon a majority vote of the members.

Section 2: Non-Attendance at Meetings

An individual shall be removed from the committee if he or she does not attend four consecutive meetings of the committee.

ARTICLE VII - AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the Committee at a meeting at which a quorum is present, provided that the proposed amendment is circulated to the members at least ten days in advance of the regular or special meeting at which the members are to vote.