

May 2023

BY-LAWS: METROPOLITAN MANAGEMENT ASSOCIATION

I. NAME OF THE ORGANIZATION

The name of this organization shall be the Metropolitan Management Association. (Hereinafter called "Association").

II. PURPOSE OF THE ORGANIZATION

The purpose of the Association shall be to strengthen and improve municipal and county management and to strengthen the professionalism of local government in the Chicago metropolitan area primarily through programming, training/education and networking.

III. MEMBERSHIP CLASSIFICATIONS AND QUALIFICATIONS

- A. FULL MEMBER: Full members shall be city, village and county managers and administrators, chief administrative officers in cities, villages and counties, executive directors or chief administrative officers in regional councils of government (COG's), members who are in transition from such employment, and persons who have retired from such positions. Full Members shall be voting members of the Association.
- B. ASSISTANT MEMBER: Assistant members shall include active assistant city, county and village managers/administrators, administrative assistants and students. Assistant members shall be non-voting members of the Association.
- C. COOPERATING MEMBER: Cooperating members shall be individuals who by personal attainment, type of business or interest are eligible to cooperate with practicing managers, administrators or chief administrative officers in the advancement of professional knowledge and practice. Cooperating members shall be non-voting members of the Association.
- D. All full and assistant members of the Association must be eligible to be a member in good standing of the International City/County Management Association (ICMA). All members of the Metro Managers Association shall accept and abide by the Code of Ethics of ICMA. Metro Managers' members who are not ICMA members shall agree to submit to a peer-to-peer review as outlined in the ILCMA Rules of Procedure for Enforcement of the ICMA Code of Ethics should there be an allegation of unethical conduct. Should there be a discrepancy between these qualifications and the qualifications of ILCMA, the qualifications of ILCMA shall prevail.
- E. The Association is committed to diversity. The association membership is open to

all qualified individuals regardless of race, color, national origin, sex, religion, age, physical or mental disability, marital status, veteran status, gender identity and expression, sexual orientation, political affiliation, or any other factor unrelated to professional qualifications.

IV. BOARD OF DIRECTORS, OFFICERS AND ELECTION OF SAME

There shall be eleven officers of the Association as follows:

POSITION	NUMBER	TERM
President	1	One Year
First Vice President	1	One Year
Second Vice President	1	One Year
Secretary/Treasurer	1	One Year
Directors	7	Three Years
Past President (non-voting)	1	One Year

The Officers will be appointed in the following manner:

The Nominating Committee will present a slate of candidates for Officers to the Board of Directors and make the slate generally known to the membership. In the event of an uncontested election, the Officers shall be elected by unanimous consent of the membership and a ballot will not be required. In the event of a contested election, voting shall be tabulated by the Secretary/Treasurer and verified by the nominating committee. All officers shall be Full Members in good standing as defined above.

The newly elected Officers of the organization shall take office July 1 of each year.

Each officer shall remain in office until a successor has been selected and qualified. Mid-term vacancies shall be filled by the President with the advice and consent of the Board of Directors. For the positions of President and First and Second Vice President, advancement shall be based upon the order of the offices as listed under Roman Numeral IV, while the Secretary/Treasurer shall be appointed from among the Board of Directors. Directors shall be appointed from those Full Members (in good standing) of the Association.

Following a Final Consideration from Removal from Office under the Illinois City/County Management Association procedures, Members and Officers who are removed from office or expelled from the Illinois City/County Management Association shall automatically be removed from office and/or expelled from this Association.

V. MEETINGS

The Board of Directors shall determine an annual meeting schedule including an annual business meeting.

VI. PARLIAMENTARY PROCEDURE

When necessary, Roberts Rules of Order shall be used. The quorum for meetings of the Board of Directors shall be one more than half of the board. The quorum for business meetings of the Association, including the annual business meeting, shall be one-fourth of the Full Members in attendance at which the meeting is held.

VII. AMENDMENTS TO BY-LAWS

These Bylaws may be amended through a ballot as may be directed by the Board of Directors by a simple majority of the full members voting. All Bylaw amendments shall be distributed to the membership at least thirty (30) days before ballots are due. Members may vote on each proposed amendment or all proposed amendments on the ballot.

VIII. ANNUAL DUES

- A. The Board of Directors shall establish amounts for membership dues. Dues shall be payable on July 1 of each year.
- B. Non-payment of Dues. Any member of the Association whose dues are in arrears for a period of three months shall be automatically suspended from membership in the Association until payment is made.

IX. ETHICS

The Association shall adhere to the International City/County Management Association Code of Ethics.

X. DUTIES OF OFFICERS

PRESIDENT: The President shall preside at all meetings of the Association and of the Board of Directors. As stated elsewhere in the by-laws, the President shall also appoint members to committees with the advice and consent of the Board of Directors and have general supervision of the Association.

FIRST VICE PRESIDENT: In the absence of the President, the First Vice President shall preside at all meetings of the Association and Board of Directors. Further, the First Vice President will be responsible for the coordination of the monthly programs and for administration of these by-laws.

SECOND VICE PRESIDENT: The Second Vice President shall be responsible for membership services which shall include contacting new members and encouraging participation of the members in the organization.

SECRETARY/TREASURER: The Secretary/Treasurer shall be responsible for all records and documents of the Association. Additionally, all financial records, receipts, disbursements and investments shall be transacted by the Secretary/Treasurer with the periodic advice and consent of the Board of Directors.

DIRECTORS: The Directors shall be responsible for coordinating and delivering Association programming under the direction of the President, First Vice President and

Second Vice President.

PAST PRESIDENT: The Past President shall be responsible for the review and management of the by-laws. Such review shall be at least every 3 years.

XI. NOMINATING COMMITTEE

The nominating committee for slating the next year's officers shall consist of three members: the current President, the First Vice President and the Past President. In the event that any of those officers cannot serve, any member of the Board of Directors who is in good standing may serve.

XII. FISCAL YEAR

The fiscal year shall begin on July 1 and end on the following June 30.