



BYLAWS OF THE EMPLOYERS' COUNCIL OF IOWA

Section 1 NAME AND ADDRESSES

- 1.1 **Name and Purposes.** The name shall be the Employers' Council of Iowa (ECI), hereinafter referred to as the Employers' Council. Its purpose shall be to support local employer committees by functioning at the State level to: (1) coordinate employer statewide efforts and exchange information, (2) seek solutions to employment/training and related problems in need of statewide or national attention, (3) open up and maintain a dialogue with the United States Department of Labor, surrounding State agencies and other appropriate agencies, groups, and individuals, (4) sponsor education efforts that would be beneficial to employers, and (5) establish and maintain a means of communicating with employers about congressional action concerning employment issues and provide the means by which employer input can be presented to members of Congress and/or state legislators.

Section 2 STATE BOARD OF DIRECTORS

- 2.1 **Membership.** The State Board of Regional Directors shall be comprised of the Executive Committee and up to sixteen (16) Directors each representing one of the 16 Workforce Development regions.
- 2.2 **Term of Office and Election-** Each Regional Director shall hold office for a term of two (2) years. The term of office for the even numbered Workforce Development Regions shall commence on January 1, 1992 and the odd numbered Workforce Development Regions shall commence on January 1, 1993. The Employers' Council of Iowa membership in each Workforce Development Region shall elect their Regional Director. They may be reelected.
- 2.3 **Powers.** The State Board of Regional Directors shall exercise all powers necessary to carry on the affairs of the council with the assistance of the State ECI Coordinator.
- 2.4 **Resignation.** A State Board of Directors member may resign upon submitting written resignation to the President.
- 2.5 **Vacancies.** Vacancies on the State Regional Board of Directors will be filled in the following manner. The membership of each Workforce Development Region on the Board of Directors will have one vote. In the event the Director is unable to attend a

board meeting, an alternate will attend with full participation and voting rights. In the event neither is able to attend, the Director will appoint an alternate to attend with full rights of participation and voting. If a Director resigns or is otherwise unable to fulfill the duties of office, the alternate will complete the unexpired term of the Director. If the alternate is unwilling or unable to fulfill the duties of the resigned Director, then the President will consult with the appropriate Regional Supervisor of the Iowa Workforce Development who shall provide the names of several qualified candidates. The President shall select one candidate and appoint such individual to complete the unexpired term of the Director.

- 2.6 **Meeting.** Meetings may be called by the President, or by a majority of the members of the State Board of Directors, with a minimum of 10 days notice.
- 2.7 **Quorum.** A simple majority of members of the Council who are present at the meeting will constitute a quorum, with the President having the authority to accept proxy representation.
- 2.8 **Action by Vote.** At any State Board of Directors meeting, a simple majority of members of this council shall decide any questions.
- 2.9 **Meeting to be Held.** The State Board of Directors shall hold at least one meeting a year.
- 2.10 **Removal and Vacancy.** A State Board of Directors member may be removed from office by a recall petition signed by three-fourths (3/4) of the applicable voting membership. A Director may be removed by a simple majority vote of the State Board of Directors if the Director has missed three consecutive Board meetings.

Section 3 OFFICERS

- 3.1 **Number and Term of Office.** There shall be a President, Vice President, Secretary/Treasurer and Past President with terms of office to be for two years with the President serving no more than one two year term.
- 3.2 **Duties and Responsibilities.** The President shall preside at the meeting of the State Board of Directors and shall have the authority to act on behalf of the committees. The President shall appoint all committees approved by the State of Directors.
- 3.3 **Vice President Duties and Responsibilities.** In the absence of the President, the Vice-President shall serve for him/her in an official capacity.
- 3.4 **Secretary/Treasurer Duties and Responsibilities.** The Secretary/Treasurer serves to give guidance and assistance to the State ECI Coordinator in the recording of the minutes, maintenance of the organization's records, administration of the receipts and disbursements of the Council's funds as defined by the President and presents the Treasurer's report. Performs other duties as are assigned by the President.

- 3.5 **Qualifications and Procedures for Election.** Qualified nominees will be a Reimbursable/FUTA paying employer or an employee who represents a Reimbursable/FUTA paying company or organization. The names of any qualified Council member may be submitted from the floor or as a write-in candidate on the election ballot. The candidates for each office receiving the majority of votes shall be elected. In the event of a tie vote, the President shall vote (with the exception of the President's office). In the event of a tie vote for President, the Board of Directors shall determine which of the two candidates shall be elected.

Upon completion of the President's term, he/she will automatically succeed to the office of Past President. Annual elections will be held at the meeting preceding the calendar year that constitutes the term of office.

- 3.6 **Removal and Vacancy.** The President and Vice President may be removed from office by a recall petition signed by three-fourths (3/4) of the applicable voting membership. If the office of President is vacated for any reason, the Vice President shall assume responsibilities of the President. If another officer vacates his/her position, the Executive Committee shall have the power to appoint an individual temporarily to serve in that office until the next scheduled meeting at which time an election to fill the vacancy shall occur.

Section 4 AMENDMENTS

1) These bylaws may be altered, amended, or repealed by vote of a simple majority of the State Board of Directors members. A 10-day written notice will be given to the members stating the substances of such proposed changes.

2) For calendar year 2012, the State ECI will pay the mileage cost of a local ECI Chair/Designee to attend a State ECI meeting. The rate of reimbursement will be the IRS determined mileage rate in effect at the time of the meeting. The cost of mileage reimbursement will be from the State ECI Discretionary Fund.

**Approved April 2002
Revisions Approved November 2004**

- 1) Amendment (1) Approved
April 2007**
- 2) Amendment (2) Recommended
January 2012**