

**BY-LAWS OF THE  
ILLINOIS COUNTIES SOLID WASTE MANAGEMENT ASSOCIATION**

*(AS REVISED THROUGH MAY 2015)*

**ARTICLE I  
TITLE**

The name of this organization shall be the Illinois Counties Solid Waste Management Association (ILCSWMA).

**ARTICLE II  
PURPOSE**

**Section 1 - Objective** The objective of ILCSWMA is to provide a statewide organization for local level solid waste management officials to network and facilitate information exchange. ILCSWMA will provide its members cooperative support, information, and interaction relative to solid waste issues.

**Section 2 - Accomplishing Objectives** Statewide communication will be ongoing to foster information exchange between members and regions. A newsletter, published periodically, will be circulated to all members containing articles of interest to ILCSWMA members. One annual statewide conference will be held to:

1. Communicate ILCSWMA policies; and
2. Conduct other business as necessary.

To accomplish the objectives, Illinois will be partitioned into three regions as indicated below. Periodic meetings within each region are encouraged to facilitate communication and cooperation among counties and regions. Within each region, each member shall vote to select a Regional Board Member. Counties shall be the unit of government to define a regional boundary. The regions are as follows:

Northern Region – Bureau, Boone, Carroll, Cook, DeKalb, DuPage, Grundy, JoDaviess, Kankakee, Kane, Kendall, Lake, LaSalle, Lee, Marshall, McHenry, Ogle, Putnam, Stark, Stephenson, Whiteside, Will, and Winnebago.

Central Region – Adams, Brown, Cass, Champaign, Christian, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Ford, Fulton, Hancock, Henderson, Henry, Iroquois, Knox, Livingston, Logan, Macon, Mason, McDonough, McLean, Menard, Mercer, Morgan, Moultrie, Peoria, Piatt, Pike, Rock Island, Sangamon, Schuyler, Scott, Shelby, Tazewell, Vermilion, Warren and Woodford.

Southern Region - Alexander, Bond, Calhoun, Clay, Clinton, Crawford, Edwards, Effingham, Fayette, Franklin, Gallatin, Greene, Hamilton, Hardin, Jackson, Jasper, Jefferson, Jersey, Johnson, Lawrence, Macoupin, Madison, Marion, Massac, Monroe, Montgomery, Perry, Pope,

Pulaski, Randolph, Richland, Saline, St. Clair, Union, Wabash, Washington, Wayne, White and Williamson.

**Section 3 - Responsibilities** It shall be the responsibility of ILCSWMA members to share information with each other regarding regional items of interest, state wide developments, and legislative concerns.

### **ARTICLE III MEMBERSHIP, DUES AND VOTING**

**Section 1 - Eligibility** Membership is open to any unit of local government defined by Article VII. Section 10 of the 1970 Constitution of the State of Illinois involved in solid waste management. For ILCSWMA purposes, the term “county level” includes counties, multi-counties (regional planning commissions), sub-county agencies acting on behalf of counties, and joint action agencies which have been formed for solid waste purposes. A member is determined to be in good standing if the Treasurer can determine that the applicable dues have been paid.

There shall also be a provision for Affiliate Membership which will be open to anyone who does not fit the above definition. This can include, but not limited to solid waste businesses, consultants, other government agencies and other interested parties.

**Section 2 - Dues** ILCSWMA dues shall be established by the Board of Directors.

**Section 3 - Voting** Members of ILCSWMA in good standing shall be eligible to vote for the officers and members of the Board of Directors, and on all matters of business which require a vote. Affiliate Members will be non-voting.

### **ARTICLE IV BOARD OF DIRECTORS**

**Section 1 - Responsibilities** ILCSWMA shall have a Board of Directors consisting of an Executive Committee (President, Vice-President, Secretary, and Treasurer) and Regional Board Members representing the three regions, as well as two At-Large Members. Responsibilities of the Board of Directors shall be:

- **President** - Chairs ILCSWMA meetings, responsible for external communications, and casts tie-breaking vote in Association meetings.
- **Vice-President** - responsible for conference preparation and special programs and acts as President in that person’s absence.
- **Secretary** - responsible for keeping minutes, tabulating results of ILCSWMA voting, and correspondence with members.
- **Treasurer** - responsible for handling ILCSWMA finances.

- **Regional Board Members** - responsible for overseeing regional meetings and events, reports activities to Secretary, represents interests of region in ILCSWMA meetings.
- **At-Large Members** – responsible for assisting with ILCSWMA activities and functions, and representing the interests of members at Board meetings.

In addition, the Board of Directors shall appoint an editor of the ILCSWMA newsletter from the membership at large. The newsletter editor will not be a voting member of the Board of Directors.

**Section 2 - Elections** Elected Board members shall take office at the conclusion of the annual conference or on October 1, whichever falls later in the year. Nominations for Regional Board Members shall be solicited in the newsletter before July 15. Nominations for the Regional Board Members shall be gathered by the Secretary and put into ballot form. A slate of candidates for the Executive Committee positions shall be decided on by a majority vote of the Board of Directors. The slate shall be put into ballot form. Election of the Executive Committee shall occur in odd-numbered years, with election of Regional Board Members occurring in even-numbered years.

One (1) ballot shall be mailed, electronically mailed or presented online to the established contact person at each member organization deemed eligible under Article III, Section 3 by September 1. Members may place votes for write-in candidates on the ballot. Ballots shall be returned to the Secretary for tabulation by September 15. Results of the election will be announced by electronic mail or in the newsletter. In the event of a tie vote, the nominees shall draw straws to determine the outcome.

At-Large Members of the Board shall not be elected, but appointed by a majority vote of the Board of Directors.

**Section 3 - Board of Directors Eligibility** No Board of Directors member shall concurrently hold more than one office on the Board. No region of the state shall have more than two (2) representatives on the Executive Committee at any one time and not more than four (4) members on the entire Board at any one time. All Board of Directors members shall be ILCSWMA members in good standing, as defined in Article III, Section 1. Affiliate members are not eligible to serve on the Board of Directors.

**Section 4 - Terms of Office** Each member of the Board of Directors shall serve a term of two (2) years, except for At-Large Members which shall serve a one (1) year term. No term limits shall be placed upon any Board member.

**Section 5 - Vacancies** Vacancies on the Board of Directors shall be filled by a majority vote of the Board of Directors to serve out the remaining term of the vacating member.

**Section 6 - Meetings** The Board of Directors shall be responsible for dealing with the specific business of ILCSWMA and shall meet on an as-needed basis under the terms of these By-Laws. A quorum, consisting of five (5) members of the Board of Directors, shall be present, in person

or by phone, to conduct Board of Directors meetings. Electronic voting by the Board of Directors is also allowed.

**Section 7 - Removal from Office** The sole grounds for removal from office shall be malfeasance, i.e. any illegal or other conduct which affects, interrupts, or interferes with the performance of official duties. In the event that a member of the Board of Directors be considered for removal from office, the procedure will be as follows:

1. A Board member may be removed from office only by a unanimous vote of the rest of the full Board; and
2. Individuals who have been removed from office by the Board may no longer be eligible to serve on the Board.

## **ARTICLE V GENERAL**

**Section 1 - Roberts Rules of Order** Roberts Rules of Order shall govern all ILCSWMA meetings insofar as applicable and consistent with these By-Laws.

**Section 2 - Committees** Committees shall be formed for specific purposes and disbanded once the assignment is completed.

**Section 3 - Amendments** ILCSWMA By-Laws may be amended by a two-thirds (2/3) vote of all eligible members voting.

**Section 4 - Open Meetings** All ILCSWMA meetings shall be open to the public and a notice shall be posted in the most recent newsletter. ILCSWMA meetings may go into Executive Session only to discuss issues of personnel and meetings in which contract negotiations occur.