

Constitution
Kansas County Commissioners Association
(as amended November 15, 1999)

ARTICLE I
Name and Purpose

Section 1. This association shall be known as the "KANSAS COUNTY COMMISSIONERS ASSOCIATION" (KCCA), and shall affiliate with and be a part of the KANSAS ASSOCIATION OF COUNTIES.

Section 2. The purpose of this association shall be to strengthen the role, effectiveness and efficiency of county government in our intergovernmental system and to make it responsive to present and future public needs.

ARTICLE II
Secretariat

Section 1. The Kansas Association of Counties shall serve as Secretariat for the Kansas County Commissioners Association.

ARTICLE III
Membership, Meetings, and Quorum

Section 1. The membership of this association shall be the duly elected, qualified, and acting county commissioners of the several counties of the State of Kansas whose annual dues to this association are paid in full to date. All past presidents, past vice presidents and past secretary-treasurers of the association currently not an elected county commissioner shall be honorary members of the association but shall not have voting rights.

Section 2. Regular meetings of this association shall be held semi-annually (Spring and Fall). The annual business meeting shall be a part of the Fall meeting and shall be held in conjunction with the annual conference of the Kansas Association of Counties. Special meetings may be held at the call of the president or by request of at least four members of the executive committee. Notice of time, place, and purpose of special meetings shall be signed by the president and secretariat and mailed to each commissioner not less than 10 days prior to such meeting.

Section 3. A majority of the members present and voting shall constitute a quorum at any time, provided that there are at least 53 counties represented.

ARTICLE IV
Officers – Election and General Duties of the Executive Committee

Section 1. The executive committee of this association shall be chosen one each from the six Kansas highway districts, as defined by the Kansas Department of Transportation, known as Northeast, Southeast, North Central, South Central, Northwest, and Southwest.

Section 2. Nominations for Executive Committee members shall be made by a self nomination process. Each fall, the secretariat will send letters to all commissioners who serve in districts where the terms of the executive committee member is set to expire. The letter will give the status of the position, whether vacant or include the name of the incumbent and the number of terms of eligibility the incumbent has remaining.

Letters requesting nominations shall be mailed at least 30 days before the beginning of the fall conference by the secretariat. This 30 day provision is waived if a general election loss has created an unforeseen vacant seat.

Commissioners who desire to become candidates for the KCCA Executive Committee shall submit a letter of nomination with the signature of four commissioners from four counties other than their own in that highway district. The letters of nomination shall be filed with the secretariat by 5:00 p.m., Monday of the week preceding the start of the fall annual meeting. The secretariat will print ballots for each district and distribute them to the commissioners of that district at the time of registration at the fall conference. A commissioner must be officially registered at the fall conference to be entitled to vote on a representative to the Executive Committee.

Ballots shall be marked and turned in to the President of KCCA or the secretariat by noon on Monday, the second day of the fall conference. No ballots shall be issued if there is no challenge and the incumbent will automatically be placed in office. The incumbent will automatically be placed on the ballot if there is a challenge for their position, unless the incumbent chooses not to have his/her name considered.

The election winner shall be the commissioner receiving a plurality of votes. In case of a tie or ties, selection shall be made by a coin toss conducted by the president or the president's designee. If there is no nominations, and no incumbent the executive committee shall place at least two names on the ballot from the appropriate district.

An unexpired term vacancy shall be filled in the same manner, except the executive committee shall make the selection from the nominations submitted. If a vacancy occurs in the office of president, the vice president shall assume the office of president. If a vacancy occurs in the office of the vice president, the

executive committee shall fill that vacancy by a special election by and within the executive committee. Persons appointed to fill vacancies will serve the remainder of the full term.

Section 3. In the election that takes place at the annual business meeting in 1995, the commissioner representative from the Northeast, North Central, and Southwest districts shall be elected for a one year term and the commissioner representative from the Northwest, South Central and Southeast districts shall be elected for a two year term. Thereafter, terms of members of the Executive Committee shall be two year terms. Terms for the executive committee members for the Northwest, South Central and Southeast districts shall expire in odd numbered years. Terms for executive committee members from the Northeast, North Central and Southwest districts shall expire in even numbered years. Directors may be elected for no more than three consecutive two year terms.

Section 4. The elective officers of this association, President and Vice President, shall be selected by the Executive Committee, from within the Executive Committee at the first meeting following the KCCA annual Fall business meeting. The official term of each elected office shall be for one year and until a successor is duly elected and qualified. No elective officer shall be eligible to hold the same office for two successive years.

Section 5. The duties of the officers shall be those prescribed by this constitution and others necessary to carry on the business of this association.

Section 6. All Executive Committee members of this association shall, at the time of their election, be duly elected, qualified, and acting county commissioners of member county boards in good standing in this association and the Kansas Association of Counties.

Section 7. Any member of the Executive Committee of this association who ceases to be a county commissioner shall automatically vacate office in this association.

Section 8. The Executive Committee shall have the authority, acting through the secretariat, to contract for the goods and services that are necessary to carry out the goals of this association.

ARTICLE V Committees

Section 1. The executive committee may provide for the appointment of a legislative committee and shall define its duties and responsibilities.

Section 2. A finance committee composed of three members appointed by the president shall review the books and records of this association and report their findings to the membership at the annual business meeting.

Section 3. The executive committee may create such other committees as deemed advisable.

Section 4. The president shall be an ex-officio member of all committees of the association.

Section 5. The dues of this association shall be determined at the annual business meeting by vote of the association. Notification of the dues assessed shall be mailed to the Boards of County Commissioners of the State by the Secretariat.

Section 6. No committee shall be authorized to create financial liabilities, unless approved both in nature and amount by the Executive Committee.

ARTICLE VI Official Publication

Section 1. The official publication of this association shall be the COUNTY CONNECTION.

ARTICLE VII Rules of Order

Section 1. Roberts Rules of Order, Revised, shall govern procedure and debate in this association unless a conflict arises in which case the Kansas County Commissioners Association Constitution shall prevail.

ARTICLE VIII KAC Governing Board Members

Section 1. Each fall, KAC will send letters to all commissioners who serve in commissioner districts that are subject to change KAC board members (Northwest, South Central, and Southeast districts in odd numbered years and Northeast, North Central and Southwest districts in even numbered years) under the KAC bylaws. This letter will give the status of the position, whether vacant, or include the name of the commissioner now holding the position and the number of years that person has served. Commissioners who desire to become candidates for the KAC board position from their district shall submit a letter of nomination with the signature of four commissioners from four counties other than their own. These letters of nomination shall be filed with the secretariat from

the KAC office by 5:00 p.m., Monday of the week preceding the start of the fall conference.

All KAC Governing Board Members representing the Kansas County Commissioners Association shall, at the time of their election be duly elected, qualified, and acting county commissioners of member county boards in good standing in the Kansas County Commissioners Association and the Kansas Association of Counties.

Ballots will be printed for each affected district and distributed to the commissioners of that district at the time of registration at the fall conference. A commissioner must be officially registered at the fall conference to be entitled to vote for a representative to the Kansas Association of Counties Governing Board.

Ballots shall be marked and turned in to the President of KCCA or the secretariat by noon on Monday, the second day of the fall conference. No ballots will be issued if there is no challenge and the incumbent will automatically be placed in office. The incumbent will automatically be placed on the ballot if there is a challenge for their position, unless the incumbent chooses not to have his/her name considered. The election winner shall be the commissioner receiving a plurality of votes. In case of a tie or ties, selection will be made by a coin toss conducted by the President or the President's designee. If there are no nominations, the executive committee will place at least two names on the ballot from the appropriate district.

An unexpired term vacancy will be filled in the same manner, except the executive committee will make the selection from the nominations submitted instead of holding a special election.

Letters requesting nominations shall be mailed at least 30 days before the beginning of the fall conference. This 30 day provision is waived if a general election loss has created an unforeseen vacant seat.

ARTICLE IX Amendments

Section 1. Amendments to this constitution may be proposed by the Executive Committee or by thirty association members by written petition and mailed to all members thirty days prior to action. All such proposed amendments must be voted on at a regular meeting and shall require a 2/3 vote for adoption.