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AURORA MUNICIPAL AIRPORT ADVISORY BOARD
BY-LAWS

PREAMBLE

The Aurora Municipal Airport Advisory Board has adopted the following by-laws in accordance with Section 5-19 (a) of the City of Aurora Ordinance Number _____ Article II.

ARTICLE I - BOARD CREATED

Section 1 - A Board to be known as the Aurora Municipal Airport Advisory Board is created to consist of 9 (nine) voting members, as established by the City of Aurora Ordinance and approved by the City Council. Members shall be required to complete Open Meetings Act (OMA) certification. Failure to complete the OMA certification by any member shall be acknowledgment to the Board of that members immediate voluntary resignation from the Board.

Section 2 - The members of the Board shall elect from themselves a Chairman and a Vice Chairman who shall be a citizen of the City of Aurora and serve for one (1) year or until as soon thereafter as his successor is qualified and elected. Election of Chairman and Vice Chairman shall be the first order of business of the October meeting and the newly elected Chairman and Vice Chairman shall immediately assume their office.

Section 3 - Continuity...a quorum shall consist of a simple majority of the duly appointed voting members of the Board. At any regular board meeting in the absence of the regular Chairman and Vice Chairman, the then current Chairman of the Finance Committee of the Advisory Board shall assume the duties of the Chairman of the Board.

In the event of the death, disability, or resignation of the regular Chairman and Vice Chairman, the election of a new Chairman and Vice Chairman to serve out the remaining term shall be the first order of business at the next regular meeting subject to the conditions of Section 2 above.

Section 4 - The Board shall recommend matters pertaining to future construction and development of as well as the full range of duties prescribed in City Ordinance Number .

ARTICLE II - MEETINGS

- Section 1 - The Board shall meet on the second Monday of the month in February, April, June, August, October and December at 6:00 p.m. at the Aurora Municipal Airport except when date falls on a City holiday. Each member shall be given notice, in writing, at least 48 hours in advance of such meeting. In the event of any change in date, time or place, 10 calendar days notice will be given.
- Section 2 - Said meetings are open to the public; the Board, however, reserves the right to retire into executive session as allowed by the then current Illinois OMA.
- Section 3 - Special meetings may be called by the Chairman at any time there is a need for this Board to meet and transact business. Notice will be given to members and local media as defined in the then current Illinois OMA.
- Section 4 - Attendance by members at all Board meetings is expected. If a member is unable to attend a meeting, he/she should notify the Airport Manager's office. Three (3) successive absences of regular and/or special Board meetings without notification will be considered as voluntary resignation from the Board.

Each new Board member will receive a copy of the Ordinance, By-Laws, the last year of minutes and agendas, and the name, phone number, and email address of each member of the Board.

ARTICLE III- PARLIAMENTARY PROCEDURES

- Section 1- Roberts Rules of Order shall be the parliamentary guide and shall govern the proceedings of the Board.
- Section 2 - Anyone wishing to address the Aurora Airport Advisory Board shall be allowed to address the board at the beginning or at the end of the meeting. An agenda shall be available prior to the beginning of said meeting and an appropriate place for making such request shall be provided. In the event that an item is brought before the Board that is not on the agenda, due consideration toward allowing visitors to discuss issues shall be extended. A two minute time limit will be enforced. The time limit may be extended by the Chairman of the Advisory Board.

Airport Board members reserve the right to question anyone present and those addressing the Airport Advisory Board.

ARTICLE IV- AMENDMENTS

Section 1- These by-laws may be altered or amended by a two-thirds vote of the total voting membership of the Airport Advisory Board subject to the approval of the development services director and City Council.

ARTICLE V- COMMITTEES

There will be two standing committees of the Aurora Municipal Airport Advisory Board.

Finance Committee
Planning and Operations Committee

Three members to be appointed to each committee by the Chairman for a period of one (1) year with the option to add other members as necessary. The Chairman shall be an ex officio member of all committees. All committees shall comply with the OMA.