

# Constitution

*of the*

# South Dakota Municipal League

## ARTICLE I

### *Name and Purposes*

- Section 1. This organization shall be known as the *South Dakota Municipal League*.
- Section 2. The purposes of the League shall be:
1. To establish and develop an agency for the cooperation of South Dakota municipal units, to study municipal problems and to increase the efficiency of municipal government.
  2. To establish and maintain a reference library of materials bearing upon municipal problems.
  3. To maintain a central office for the dissemination of information to the member municipalities in South Dakota.
  4. To support legislation which will improve municipal government and to oppose legislation which will be disadvantageous to municipal government.
  5. To issue a regular publication and to hold an annual conference devoted to current municipal problems.

## ARTICLE II

### *Membership*

- Section 1. Any municipality in the State of South Dakota shall be eligible for membership in this League.
- Section 2. When a municipality becomes a member of the League, any official or officials of such municipality may become a delegate or delegates to any meeting of this League.
- Section 3. Any municipality which shall have failed to have paid its dues by the first of March following the due date, may be stricken from the membership roll.
- Section 4. Any municipality may withdraw from the League upon the payment of all dues to date and by notifying the Executive Director in writing.

## **ARTICLE III**

### ***Fees and Dues***

- Section 1. Any municipality in South Dakota may become a member of the League on payment of the annual dues.
- Section 2. The dues for each municipality shall be based upon population as given by the last Federal census, and/or such other factors as determined by the Board of Directors. This fee shall be payable annually on or before the first day of January.
- Section 3. The dues of each municipality shall include a subscription to the League's magazine for such municipal officials as the Board may determine. The dues of each municipality shall be set by the Board of Directors.

## **ARTICLE IV**

### ***Annual Meeting and Election***

- Section 1. The annual meeting of the League shall be held on dates to be fixed by the Board of Directors. The annual meeting shall be held each year in such municipality as the majority of the Board of Directors shall determine.
- Section 2. Eleven municipalities present shall constitute a quorum.
- Section 3. The annual meeting shall last at least one day.
- Section 4. The program and order of business at the annual meeting of the League shall be determined by the Board of Directors.
- Section 5. Questions of parliamentary practice shall be decided according to Robert's Rules of Order, this Constitution, By-Laws, or Standing Rules.
- Section 6. An auditing committee, a resolutions committee, and a nominating committee shall be appointed by the president. Such committees shall report at the annual meeting. The report of the nominating committee shall not exclude nominations from the floor.
- Section 7. All officers shall be elected at the annual meeting and shall assume office immediately after the close of the annual meeting.
- Section 8. On all questions, each municipality represented shall have one vote.
- Section 9. No municipality shall be entitled to vote by proxy.

# ARTICLE V

## *Officers and Committees*

- Section 1. The officers of the League may consist of a president, 1st vice president, 2nd vice president, secretary-treasurer, and five trustees. Each municipality with a population over 50,000 shall have no fewer than one officer on the Board. Each of the officers of this League must be an elected official, appointed officer, or full time employee of a municipality which is a member of this League, except that the Board of Directors may designate the executive director as secretary-treasurer.
- Section 2. The president, 1st vice president, 2nd vice president, immediate past president, the trustees, and the district chairmen shall constitute the Board of Directors of the League.
- Section 3. In case of a vacancy in any office except that of the president, the president shall fill such vacancy by appointment. In case of a vacancy in the office of the president, the 1st vice president shall serve as the president until a successor is elected at the next annual meeting. In the case that vacancies occur in the office of president, and 1st and 2nd vice presidents at one time, the Board of Directors shall elect a president of the League to serve until the next annual meeting.
- Section 4. The past presidents of the SDML shall constitute a permanent standing committee chaired by the immediate past president. The committee shall meet at least once annually and serve as advisors to the President and the Board of Directors. Past Presidents shall be active officials with a member municipality.
- Section 5. There shall be appointed annually by the president such standing committees as the Board of Directors shall deem advisable and such special committees as may be deemed necessary from time to time.
- Section 6. No special or standing committee shall be authorized to incur any financial liability on the part of the League without first having the approval of the Board of Directors.

# ARTICLE VI

## *Meetings and Duties of the Board of Directors*

- Section 1. The Board of Directors may appoint an executive director who shall have charge of the business and activities of the League.
- Section 2. The president or any two (2) officers may call a meeting of the Board of Directors. However, no official action shall be taken unless four (4) days mailed or thirty-six (36) hours electronic notice shall have been given to all board members. Notice shall have been deemed given if mailed or message left at the board members place of employment or residence.

Section 3. The Board of Directors shall be responsible for all of the affairs of the League. The executive director shall be directly responsible to the Board of Directors.

All questions of the Board of Directors shall be decided by majority vote of those present and nine shall constitute a quorum. The Board of Directors shall meet once a year during the annual meeting and at such other times as the officers shall determine.

## **ARTICLE VII**

### ***Districts and District Organization***

Section 1. The State of South Dakota shall be divided into not less than ten districts.

Section 2. A meeting of each district shall be held at the time and place designated by the Board of Directors.

Section 3. A district chairman and vice chairman for each district shall be elected for a term of one year at the district meeting by the delegates present. Each member municipality shall have one vote for chairman of the district in which it is located. The chairman must be a municipal official in the district from which he is elected.

Section 4. It shall be the duty of the district chairman to act as contact person for the League in the district.

Section 5. Any vacancy in the position of district chairman shall be filled by the vice chairman. Should any district not have a district chairman, a district chairman shall be appointed by the League president.

## **ARTICLE VIII**

### ***Legislative Program***

Section 1. The legislative program of the League shall be under the direction of the Board of Directors and it shall be the duty of the Board of Directors to act as the agency to supervise and direct the legislative activities of the League. The Board of Directors shall each year cause a legislative policy statement to be presented at the annual meeting of the League. The members at the annual meeting shall adopt the policy statement and this statement shall guide the activities of the Board of Directors in directing the legislative activities.

Section 2. The Board of Directors shall have the power to employ a legislative representative and to fix compensation.

## **ARTICLE IX**

Deleted, October 2006.

## **ARTICLE X**

### *Amendments*

- Section 1. This constitution may be amended at the annual meeting by a two-thirds vote of the municipalities voting, after notice of such proposed amendment has been filed with the secretary at least thirty days prior to the date of such meeting, and notice having been given by mail to all members, at least two weeks prior to the date of such meeting, provided, however, that in case of emergency, and by a vote of three-fourths of all members voting at such meeting, the constitution may be amended after three hours notice and posted notice at such meeting. Any emergency amendment shall be in force during the ensuing year only.

## **ARTICLE XI**

### *Funds*

- Section 1. The League may accept and receive State and Federal funds, private bequests, gifts, grants, appropriations, or other compensation.