GU ACHI DISTRICT COUNCIL MEETING BY-LAWS

The Gu Achi District Council have adopted the following articles to use as a guide in conducting their official business meetings.

A. ARTICLE I MEMBERSHIP
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The Gu Achi District Council may revise By-Laws by a majority vote when necessary.

ARTICLE I -MEMBERSHIP

The Gu Achi District is composed of elected persons and alternates from the ten (10) communities within the District. There are ten (10) constituencies within the district with the other communities under one of the ten (10) area as listed below:

AK CHIN COMMUNITY	(1) Representative	(1) Alternate
CABABI COMMUNITY	(1) Representative	(1) Alternate
COVERED WELLS COMMUNITY *(Upper Covered Wells, Lower Covered Wells, Mountain Village and Many Dishes)*	(2) Representatives	(2) Alternates
FLORENCE COMMUNITY	(2) Representatives	(2) Alternates
NORTH SANTA ROSA COMMUNITY	(1) Representative	(1) Alternate
OAKUM KUK COMMUNITY	(1) Representative	(1) Alternate
PALO VERDE STAND COMMUNITY	(1) Representative	(1) Alternate
SAN LUIS COMMUNITY	(1) Representative	(1) Alternate
SANTA ROSA COMMUNITY *(West Santa Rosa, Many Lizards)*	(3) Representatives	(3) Alternates
SIKOL HIMATK COMMUNITY	(1) Representative	(1) Alternate

EX-OFFICIO MEMBERS:
Chairperson, Vice Chairperson, Secretary, Treasurer, Legislative Representatives, Committee Members-At-Large (Finance Committee Member And Policy & Procedures Committee Member)

ARTICLE II MEETINGS

SECTION 1. Prior to the general elections, the District Council shall adopt a two (2) year meeting calendar. The calendar shall specify date, time, and location of the District Council meetings. The meeting calendar shall commence in June after the general elections. The District Council reserves the right to amend their meeting calendar when necessary. The approved meeting calendar which includes any special and emergency meetings will be posted as notice to the public.

SECTION 2. The District Council shall meet twice a month. Meetings shall be in person or virtually according to the approved meeting calendar.

SECTION 3. The Gu Achi District Chairperson/Vice Chairperson may call for emergency meetings, postpone, and/or reschedule meetings via internet telecommunications or in person. The discretion shall be determined by the District Chairperson/Vice Chairperson.

SECTION 4. The District Council meeting shall be postponed if there is a wake or funeral scheduled within the Gu Achi District on the day of a District Council meeting.

SECTION 5. The Chairperson of the Gu Achi District shall preside at all District Council meetings. In the absence of the Chairperson, the Vice Chairperson will conduct the meeting. If no presider is present, the meeting will be postponed.

SECTION 6. The Gu Achi District Council may call a closed meeting. The District Council, by majority vote or by consensus, may include involved parties for a particular item if an issue arises which is deemed personal or confidential.

ARTICLE III-ATTENDANCE

SECTION 1. All District Council Representatives are required to be present at all District Council meetings.

SECTION 2. If a District Council Representative cannot attend a meeting, he/she will be responsible for notifying his/her alternate to be present. The Council Secretary shall also be notified if they cannot attend a meeting. If the Alternate Representative answers roll call, they are obligated to fulfill the duties of a Representative, including votes and motions, for the remainder of that meeting.

SECTION 3. A District Council Representative is expected to attend the full duration of the District Council meeting. The District Council Representative is responsible for notifying his/her alternate and Council Secretary if they should leave early.

SECTION 4. A District Council Representative that fails to attend three (3) consecutive scheduled District Council meetings shall be subjected to Article X *Removal from Office* as stated in the Uniform Election Ordinance.

ARTICLE IV-CONDUCT

SECTION 1. All District Council Representatives shall conduct themselves in a proper manner during District Council meetings.

SECTION 2. Any District Council Representative or attendee who cause verbal or physical abuse shall be asked to leave the District Council meeting. If the Representative or attendee does not comply to the request to leave the meeting, the Chairperson/Vice Chairperson of the District may adjourn the meeting immediately.

SECTION 3. Any individual present at the District Council meeting under the influence of alcohol or illegal drugs, they shall be asked to leave the meeting. If the individual who is asked to leave the meeting is a district official, he or she shall not receive compensation for that meeting.

SECTION 4. All District Council Representatives and meeting attendees will refrain from using disruptive language and behavior during the District Council meetings. The person shall be asked to leave the meeting and premises.

SECTION 5. To obtain the floor any District Council Representative or attendee will raise his/her hand to be recognized by the Chairperson/Vice Chairperson presiding. If it is a virtual meeting the District Council Representative or attendee will acknowledge the presiding officer by stating that they wish to speak.

SECTION 6. A Point of Order can be called at any time during the District Council meeting by a voting representative. The voting representative who called the point of order shall be called upon to clarify their point of order. The District Chairperson/Vice Chairperson shall rule on the point of order.

SECTION 7. All District Council Representatives and attendees must have electronic devices set on mute or shut off at all District Council meetings.

ARTICLE V- COMPENSATION

SECTION 1. All District Council Representatives or Alternates who answer roll call will be compensated in the amount set by the District Council in accordance with the approved Fiscal Year District budget

SECTION 2. The Alternates present at the district meeting will be compensated in the amount set by the District Council in accordance with the approved Fiscal Year District budget.

SECTION 3. In the absence, of the District Council Representative, the Alternate shall receive the Representative's compensation.

SECTION 4. If a District Council Representative is late or leaves early before the meeting is adjourned, he or she shall be deducted $30.00 per hour for being absent.

SECTION 5. If a District Council Alternate Representative is late or leaves early before the meeting is adjourned, he or she shall be deducted $25.00 per hour for being absent.

SECTION 6. If an Alternate answers roll call, their Representative will be deducted from their Representative's compensation and will be added to the Alternate's compensation.

ARTICLE VI-AGENDA

SECTION 1. The District Council meeting agenda shall be proposed by the Gu Achi District Administration and/or Secretary.

SECTION 2. The agenda shall be in the following order:

a. Call to Order
b. Roll Call
c. Invocation
d. Presentations
e. Administration Items
f. Finance Committee Items
g. Policy and Procedures Committee Items
h. Community Reports
i. Legislative Reports
j. Adjournment

SECTION 3. District Council packet shall be provided via email and/or hard copies with the meeting agenda and supporting documents.

SECTION 4. Once the agenda is approved, only the items on the agenda shall be addressed. The District Council reserves the right to amend the agenda at any time to add, change or delete any agenda item(s) before adjournment.

SECTION 5. Any items not addressed at adjournment shall be addressed at the next District Council meeting.

SECTION 6. Any person, community or organization requesting time on the agenda must notify the District Council Secretary, Chairperson or Vice Chairperson. The requester shall fill out a Presenters Form and return it to the Council Secretary in order to be scheduled on the tentative agenda for a District Council meeting.

ARTICLE VII-QUORUM

SECTION 1. A quorum of the District Council shall consist of eight (8) District Council Representatives or Alternates of the Council Representatives not present at the meeting.

SECTION 2. If no quorum is established fifteen (15) minutes after the scheduled meeting time, the meeting will be automatically adjourned, and the business will be addressed at the next scheduled meeting.

ARTICLE VII-PRESENTATIONS

SECTION 1. Any presentation made to the District Council shall be in O'odham unless the presenter is non-O'odham or unable to speak O'odham. If interpretation on the information is needed it shall be done at the discretion of the presenter.

SECTION 2. Any presenter with documents or flyers should provide copies to the District Council Representatives. One copy shall be submitted to the District Council Secretary for official District Council meeting records.

SECTION 3. The time limit of twenty (20) minutes shall be allotted for presentation other than District matters. Questions and answers shall follow unless the District Council approves for additional presentation time.

ARTICLE IX-MOTION

SECTION 1. When a motion is made by a District Council Representative and seconded, the vote will be taken within five (5) minutes after the motion has been seconded.

a. If the Alternate Representative answers roll call, they are obligated to fulfill the duties of a Representative, including votes and motions, for the remainder of the meeting.

SECTION 2. If the motion is to be amended, the District Council will take action on the motion before the vote is made. If amended, the motion and person seconded should approve the amendment.

SECTION 3. After three (3) calls for a second on the motion with no response, the Chairperson/ Vice Chairperson shall declare the motion dead.

ARTICLE X-VOTING

SECTION 1. When the District Council votes:

a. The vote shall be taken by roll call and each District Council Representative shall clearly state their vote of For or Against. Voting shall be conducted in alphabetical order by community. The voting order shall alternate between alphabetical and reverse alphabetical order following each subsequent general election.*[If the Alternate Representative answers roll call, they are obligated to fulfill the duties of a Representative, including votes and motions, for the remainder of the meeting.]*

b. A consensus vote may rule with objection or no objection from the District Council.

c. Votes may be cast by secret ballot for non-official District Council actions.

SECTION 2. A majority vote fifty (50) percent plus one (1) shall carry the motion. In the event of a tie vote, the deciding vote will be cast by the Chairperson/Vice Chairperson presiding the District Council meeting.

SECTION 3. Each District Council Representative present at the meeting must cast a vote of either For or Against and cannot pass their vote to their Alternate.

ARTICLE XI-ADJOURNMENT

SECTION 1. All District Council meetings that occur on a Saturday shall adjourn at approximately 5:00pm and evening meetings shall adjourn at approximately 10:00pm or by a motion from the floor, seconded and voted on by the District Council. A consensus vote may rule to adjourn.

SECTION 2. The last item being discussed on the agenda shall be completed. All remaining items not discussed shall be moved to the next scheduled District Council meetings.