



Elbert County Noxious Weed Advisory Board Bylaws

Article I. Name and Purpose

Section 1. The Elbert County Noxious Weed Advisory Board (hereinafter “Board”)

Section 2. The purpose of this Board is to make recommendations to the Board of County Commissioners (BOCC) and county staff regarding Elbert County noxious weed control policy to ensure compliance with the Colorado Weed Act (CRS 35-5.5-104)

Article Policy. The policy of the Board is to:

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1. Promote education that encourages public awareness of exotic, invasive noxious vegetation that leads to sound and sustainable land stewardship.
 2. Establish weed management priorities needing attention in Elbert County.
 3. Encourage the proper use of integrated weed management practices within Elbert County.
 4. Develop a local noxious weed list that declares noxious weeds and any appropriate state noxious weeds designated by the Colorado Department of Agriculture to be subject to integrated weed management in Elbert County.
 5. Develop a plan for the integrated management of these noxious weeds.
 6. Support and foster cooperation with commercial, private, and public organizations/interests within Elbert County and surrounding counties for the resolution of noxious vegetation problems.
 7. Act through the County Weed Manager, or other designated county staff member, to implement the Elbert County Noxious Weed Management Plan.

Article III. Membership

Section 1. The members of the Board will be volunteers from the community, and residents of the county, and approved by the BOCC. The majority of the board should be landowners or managers of over 40 (forty) acres. There should be between 5 to 9 members on the Board.

Section 2. Terms of appointments will be 3 years in length, with additional terms to be approved by the BOCC. It is a goal to have representation from all three Commissioner Districts of the County. Terms will expire on a rotating basis.

Section 3. Regular member attendance is expected at all regular, annual, and special meetings. The BOCC shall have the authority to remove a Board member for non-attendance and/or non-performance.

Article IV. Officers

Section 1. Officers shall be elected by the Board at the Annual meeting and shall serve for a 1 (one) year term. Officers of the Board include a Chair, Vice Chair, and a Secretary. An



officer may be re-elected to successive or consecutive terms. The Board of County Commissioners may fill a vacancy of any officer.

Chair

The Chair's role is to see that the meeting/hearing are conducted in an orderly, respectful, and expeditious manner (see also Meeting Protocol, below). The duties of the Chair include but are not limited to:

- a. Preside over all meetings of the Board and conduct meetings in accordance with these Bylaws, and in conformity with State laws, rules of order and any other rules adopted by the Board.
- b. Call special meetings of the Board, as needed, in accordance with these Bylaws, and in conformity with State Laws.
- c. The Chair may place time limits on debate or public testimony, including discussion by the Board members.

Vice-Chair

The Vice-Chair's role is to act on behalf of the Chair in their absence.

Secretary

The Secretary's role is to record Board Minutes to be shared with the BOCC.

- a. Keep minutes of Board meetings for reference.
- b. Prepare and distribute copies of minutes to the County Noxious Weed Manager and the BOCC.
- c. Act as Custodian of Records and exhibits for the Board.

Article V. Duties and Authority

Section 1. According to the Colorado Noxious Weed Act 35-5.5. The Board will be charged with updating the Noxious Weed Management Plan at regular intervals not to exceed three years. The Noxious Weed Management Plan must be approved by the BOCC and accepted by Resolution, before it is considered 'in effect'.

Section 2. The Board will elect a Chair, Vice-Chair, and a Secretary at the annual meeting.

Section 3. The Board is advisory in nature and has no directive authority over county employees or departments.

Article VI. Vacancies.

Section 1. When vacancies occur on the Board, the BOCC shall fill the vacancies with volunteers from the county. Interested citizens can submit an application form and a letter of interest to fill vacancies to the Board. The BOCC decides when to advertise vacancies and



conducts interviews for board appointment(s). An online application can be found at <https://elbertcountyco-elbert-county-online-services.app.transform.civicplus.com/forms/23463>.

The Board of County Commissioners will annually appoint and reappoint Board members and will fill vacancies as needed throughout the year.

Article VII. Notices.

Section 1. The Board will notify the BOCC and the community of the date, time and location of Meetings.

Article VIII. Agendas.

Section 1. The Agenda for the Board's meeting shall be prepared by the Chair of the Board and include but not be limited to:

- a. Action items and purpose of meeting
- b. Date
- c. Time
- d. Location

Section 2. Regular Agenda

Items on the Regular Agenda may include Old Business, which includes items discussed at a prior meeting: New Business, Other Business, Announcements and other items.

All documents referenced or tendered at the meeting shall be automatically admitted and accepted as exhibits and a matter of public record.

Article IX. Regular Meeting Business Conduct.

Order of Business.

The Chair shall call the meeting to order and a roll call will be taken.

Reports, announcements

Old business

New Business

Regular agenda

Review items to be included on next meeting's agenda

Article X. Severability.

Section 1. If any section, subsection, sentence, or phrase of these Bylaws is for any reason held by a court of competent jurisdiction to be invalid, such a decision shall not affect the validity of the remaining portions of these Bylaws.