

Bylaws

Mercer County Affordable Housing Fund Board

Adopted September 4, 2002

Section 1. Name.

The name of this organization is the Mercer County Affordable Housing Fund Board, hereinafter referred to as the Board.

Section 2. Authorization & purpose.

- The Board is authorized by and shall serve a purpose established by Mercer County Board of Commissioners Resolution #23 for 2001.
- The Board shall take actions consistent with Mercer County Ordinance #2 for 2001 and Pennsylvania Act 137 of 1992.
- The Board shall cooperate with the agency so designated by the Mercer County Commissioners to administer the Mercer County Affordable Housing Fund.

Section 3. Membership.

Membership, terms, and removal are specified in Mercer County Board of Commissioners Resolution #23 for 2001.

Section 4. Officers.

The Board shall annually, at its first meeting following July 1 of the year, elect by majority vote of the members present the following officers from among its members:

- Chairperson – Shall preside at all meetings and shall represent the Board in matters of interaction with other organizations and the public.
- Vice Chairperson – Shall perform the duties of the Chairperson in his/her absence.
- Secretary – Shall certify records of Board activities and perform other duties normally carried out by a Secretary.

Section 5. Meetings.

The Board shall meet at the call of the Chairperson as necessary to fulfill its purpose and mission, provided that it shall meet a minimum number of times as specified in Mercer County Board of Commissioners Resolution #23 for 2001.

Section 6. Conduct of business.

- The Board shall take actions and conduct business at meetings in accord with accepted parliamentary procedure.
- A quorum consisting of a majority of the members of the Board shall be present in order to take actions or conduct business.
- The Board shall act in accord with the Pennsylvania Sunshine Act.
- The Board may establish committees with members appointed by the Chairperson to undertake specific tasks or actions upon Board authorization or to provide advice to the Board.

Section 7. Amendment.

These bylaws may be amended by a majority vote of the entire membership of the Board.

Adopted this 4th day of September, 2002.

Chairperson

Attest: _____
Secretary
