

BYLAWS

of the

Room Tax Commission for the City of Madison

ARTICLE 1

Purpose

The purpose of the Commission, pursuant to Sec. 66.0615, Wis. Stats., is to coordinate tourism promotion and tourism development for the City of Madison.

ARTICLE 2

Power and Duties

In the fulfillment of its legal purpose, the Commission shall be governed by Sec. 66.0615 Wis. Stats. and Sec. 33.29, Madison General Ordinances, and shall have the powers and duties set forth in those laws and other applicable laws.

ARTICLE 3

Officers

The Commission shall elect from among its members a Chairperson, Vice Chairperson and Secretary. No person may serve as Chair more than three years in any five year period. No person shall hold more than one office at a time. Election of officers shall take place at the first meeting held on or after May 1st of each year. The officers shall be elected to serve for one year or until their successors are elected. Their term of office shall begin at the close of the meeting at which they are elected.

ARTICLE 4

Meetings

The Commission shall meet regularly, at the call of the Chair, in consultation with Commission staff. The Commission may schedule meetings by a majority vote of the members present at any meeting. Notice of meetings shall conform with applicable Open Meetings laws and ordinances.

ARTICLE 5

Quorum

Four members of the Commission shall constitute a quorum. If a quorum is not secured within fifteen minutes of the officially scheduled meeting time, the Commission shall adjourn without taking any action , except that it may set a date and time for its next meeting.

ARTICLE 6

Ethics Code

Pursuant to Sec. 3.35(3)(c), Madison General Ordinances, persons serving as members of the Commission are subject to the City of Madison Code of Ethics and shall file a Statement of Interests with the City Clerk, as provided in Sec. 3.35 (9), Madison General Ordinances.

ARTICLE 7

Open Meetings

The Commission and its members shall be subject to Wisconsin's Open Meetings law, Sec. 19.81, et seq., Wis. Stats., and the City of Madison's Open Meetings ordinance, Sec. 3.71, Madison General Ordinances.

ARTICLE 8

Public Records

The Commission and its members shall be subject to Wisconsin's Public Records law, Sec. 19.31, et seq., Wis. Stats., and the City of Madison's Public Records ordinance, Sec. 3.70, Madison General Ordinances.

ARTICLE 9

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Commission in all cases to which they are applicable and

in which they are not inconsistent with these bylaws and Wisconsin Statutes and Madison General Ordinances.

ARTICLE 10

Amendment

These bylaws may be amended at any meeting of the Commission by a two thirds vote of the members present, provided that the amendment has been properly noticed under applicable Open Meetings laws and ordinances.

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