

**GMIS (Government Management Information Sciences)  
MICHIGAN CHAPTER BY-LAWS**

**ARTICLE 1. Name**

**Section 1. Name:** The name of this organization shall be the Government Management Information Sciences, Michigan Chapter, henceforth referred to as Mi-GMIS in these by-laws.

**Section 2. Chapter Definition:** A GMIS Chapter is a satellite organization of the International GMIS organization, established by the volunteer action of five (5) or more member agencies in good standing in the international organization who seek to help one another achieve common goals and to promote GMIS at a regional level.

**Section 3. Qualification:** It is necessary that at least 5 qualified agencies become members of the international organization prior to the state chapter being recognized under the International GMIS. Individual and organization qualifications for membership are discussed in *Article 4 Membership*.

**Section 4. State Chapter Treasury:** Each year, the International GMIS organization shall provide a subsidy to each qualified State GMIS Chapter by transferring to the State Chapter Treasury a sum equal to 20% of International GMIS dues per participating member. The subsidy shall be used for Chapter expenses in fostering the goals of the international organization.

**ARTICLE 2. Purpose**

Computers, data processing and management information systems have become significant tools in the administration of governmental agencies in the State of Michigan. In an effort to make efficient and economical use of technology, there exists a need for different governmental agencies performing similar technology related tasks to communicate and share experiences. From time to time there may be a need for legislative consultation with regard to how proposed legislation may impact technologies, data processing and management information systems activities in governmental agencies.

In an attempt to address these problems, Mi-GMIS has been organized. The specific objectives of the association are:

- 1) Establish a forum for interactive communication between governmental units.
- 2) Provide a central technology resource for any and all other governmental agencies and associations.

**ARTICLE 3. Goals**

**Section 1.** To foster a unified effort among state and local government entities to integrate and disseminate their respective research and design efforts in the area of automated information sciences.

**Section 2.** To promote standard information systems and electronic records that can be shared and/or transferred among all participants.

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**Section 3.** Through cooperation, share systems applications and information to further cost effectiveness in members' organizations.

**Section 4.** To present a unified voice as a cooperative organization to all suppliers of hardware, software and related information technologies, systems, and services.

**Section 5.** To provide a group of qualified professionals who are capable of advising, lending credence or assisting state representatives or other governmental agencies in matters concerning information technologies, systems, and services.

**Section 6.** To work for the common good of all governmental agencies and their information and technology professionals.

**ARTICLE 4 Eligibility for Membership**

**Section 1.** The membership shall be comprised of any governmental department or agency of state or local level within the State of Michigan. Members should have an interest in participating in Mi-GMIS and in the mutual benefits of sharing systems, ideas, applications, techniques, and technologies. Members are organizations.

**Section 2.** Membership shall be on a governmental agency basis, and not on an individual basis.

**Subsection A.** Each Agency Member, where more than one employee is active in Mi-GMIS, shall designate an "Agency Representative" who shall represent and vote on behalf of the agency on International GMIS matters. Any other participating individual employee of an agency shall be known as an Associate Member, and shall enjoy all the privileges and benefits of members, excluding voting. Mi-GMIS memberships will generally, but not exclusively, be assigned to the following typical agencies.

1. Counties (and all units, boards, commissions subordinate to the legislative body).
2. Cities/Townships/Municipalities (and all units, boards, commissions subordinate to the legislative body).
3. Other local authorities, subject to application review by the Executive Board.
4. All branches of State government, including but not limited to: the State Legislative Branch; the State Judicial Branch; all State agencies, departments, boards, and commissions
5. Regional Agencies (individually) such as Regional Libraries, Council of Governments, etc.
6. Federal Agencies (individually) that have physical offices located within Michigan.
7. Tribal Councils, K-12, ISD and State or County higher education.

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**Subsection B.** Membership applications from governmental bodies or employees thereof, other than those listed above will be reviewed and classified as “Members” by vote of the Mi-GMIS Board.

**Section 3. Partner Members.**

**Subsection A.** Membership shall be granted to vendor organizations who can provide services and products concerning information technology to Agency Members. These vendors shall herein be designated as Partner Members. All applications for Partner Memberships will be subject to review and approval of the Mi-GMIS Board.

**Subsection B.** Any participating individual employee of a Partner Membership shall be known as a Partner Member. Partner Members shall enjoy all the privileges and benefits of Agency Members, excluding the right to vote, hold local chapter office other than the Vendor Representative, and belong to International GMIS.

**Section 4. Membership application procedure shall be as follows:**

**Subsection A.** Application for membership shall be submitted to the International GMIS Executive Secretary or via Mi-GMIS membership chairperson indicating that the applicant meets the test of *Article 4 Section 2*.

**Subsection B.** The International GMIS Executive Secretary and Mi-GMIS membership chairperson shall ascertain the requesting agency’s eligibility for membership, and send an official application if eligibility is confirmed.

**Subsection C.** The International GMIS Executive Secretary and Mi-GMIS membership chairperson shall approve or disapprove membership applications, subject to review by the Mi-GMIS Chapter Board at its next meeting. If the decision is to accept, GMIS Executive Secretary shall collect the annual fee.

**Subsection D.** Application for membership from Partner Members shall be submitted to the Mi-GMIS Chapter Board. The Mi-GMIS Chapter Board will approve or disapprove Partner Memberships.

**Section 5. Members in good standing:** Any member whose official application has been approved by the Mi-GMIS Board and International GMIS Executive Board and who has paid the annual fee set forth in *ARTICLE 5*, shall be designated as a member of International GMIS and Mi-GMIS in good standing.

**Section 6. Suspension of membership for non-payment of annual fee:**

**Subsection A.** Any member, affiliate or partner member, whose annual fee is ninety days past due shall be suspended and privileges of membership terminated.

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**Subsection B.** Any member, affiliate or partner member, suspended for non-payment of the annual fee may be reinstated at any time prior to the close of that membership year upon payment of the full current year's fee.

**Section 7. Termination of Membership:**

**Subsection A.** Membership in Mi-GMIS may be terminated for cause by either Mi-GMIS Chapter Board or the GMIS Executive Board. Sufficient cause for such termination shall be violation of these By-Laws, the International GMIS By-Laws, code of ethics, agreements, rules and practices properly adopted by the organization(s).

**Subsection B.** All members who are under suspension for non-payment of the annual fee at the close of a membership year shall be terminated automatically.

**ARTICLE 5. Fees**

**Section 1. Membership Fee:**

**Subsection A.** An Agency Member, as defined in *Article 4, Section 3*, shall pay an annual fee to International GMIS based on the schedule of annual fees established by International GMIS.

**Subsection B.** Local dues for the Agency Members, if any, shall be established by the Mi-GMIS Board for the purpose of addressing any additional expenses for local operations.

**Subsection C.** A Partner Member, as defined in *Article IV, Section 3*, shall pay an annual fee directly to the Treasurer of the Michigan Chapter and not to International GMIS.

**Subsection D.** Local dues for the Partner Members, if any, shall be established by the Mi-GMIS Board.

**Section 2. Event Fees:** Registration fees may be established prior to each Mi-GMIS meeting by the hosting organization and shall be required of all attendees.

**ARTICLE 6. Officers and Their Election**

- 1) The Board of Directors shall consist of a minimum of nine regular members. The Board may also include one Partner member. Chapter officers, by virtue of their office, shall also be members of the Board of Directors, as will be the immediate past president. Their numbers shall be included to determine the allowable number of directors. Holding office shall be limited to individuals representing **ACTIVE** (governmental) agencies.
- 2) Officers shall be elected once per year by the membership. An Officer shall serve for a term of one year. One-half of the directors shall be elected each year, each director will be elected for a two year term.

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- 3) The Board of Directors shall manage the affairs and assets of the association. A quorum of the Board of Directors shall consist of not less than five members.
- 4) In the event of a vacancy on the Board of Directors, the President may recommend and the remaining members of the Board may approve each vacancy by appointment until the next annual election.
- 5) The Board of Directors and Officers will be limited to not more than 15 individuals not including the vendor Board Member. Only one individual from any member agency may serve as an Officer or Board member.
- 6) Any board member who misses three consecutive board meetings may be removed from office by a majority vote of the Mi-GMIS Chapter Board.

**ARTICLE 7. Duties and Responsibility** The officers of Mi-GMIS shall be President, Vice-President, Secretary, Treasurer and Immediate Past-President.

- 1) The President shall be the chief officer of Mi-GMIS. The President shall preside at all meetings and shall call such meetings as necessary.
- 2) The Vice-President shall, in the absence of the President, perform all duties and responsibilities of the President.
- 3) The Treasurer shall receive and disburse the funds of Mi-GMIS, and shall keep and preserve proper voucher and books of accounts, which shall be open for inspection by the Board of Directors, or appointed auditor. The Treasurer, at each board meeting shall submit a financial report to the Board of Directors. The Treasurer shall maintain a file of the correct names and address of all members.
- 4) The Secretary shall take the minutes and record attendance at all Board of Director meetings and make the minutes available within two weeks. The Secretary shall perform other such duties as assigned by the Board of Directors.
- 5) The immediate Past President shall meet with the Board of Directors, and shall function in an advisory capacity to the President.
- 6) The Vendor Representative shall attend the meetings of the Board of Directors and will represent all of the Partner Members.
- 7) The President will recommend each year a member in good standing to the GMIS Advisory Council.
- 8) Any or all of these duties may be delegated to other people including a Business Manager. Responsibility to make sure that they are done properly remains with the elected officer.

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**ARTICLE 8. Meetings**

There shall be an annual business meeting of this organization. Other meetings may be called by the Board of Directors, by a Majority of the membership present at any meeting of this organization or by petition to the Board of Directors, signed by *twenty (20) percent* of the **ACTIVE** Agency Representatives. Except for annual meetings of this organization, at least fifteen (15) days notice of a general membership meeting shall be given to all members.

**ARTICLE 9. Amendments to By-Laws**

- 1) These by-laws may be amended by a *two-thirds* vote of **ACTIVE** Agency Representatives present at any meeting or by a two thirds vote of the total Agency Representatives conducted by mail or electronically. Notice of any proposed amendment shall have been sent to all **ACTIVE** members not less than *thirty (30) days prior to a meeting* at which vote on the amendment is taken or the ballots on the amendment or provide thirty (30) days to respond are mailed or electronically to the membership.
  
- 2) Amendments to the constitution may be proposed by the Board of Directors, by petition of the Board of Directors signed by not less than *twenty (20) percent* of the **ACTIVE** Agency Representatives, or by a majority vote of Agency Representatives present at any meeting of this organization.

**ARTICLE 10. Fiscal Year**

- 1) The fiscal year for this organization shall coincide with the fiscal year of GMIS International.

**ARTICLE 11. Expenditures**

- 1) All expenditures made by this organization must be approved in advance by the board of directors. Expenditures can be approved electronically by a majority of the board.

**ARTICLE 12. Nominating Committee**

The President shall appoint a three (3) member nominating committee for the Office of President, Vice-President, Secretary, Treasurer, Vendor Representative and Board of Directors. A minimum of one (1) name shall be presented for each of the offices of President, Vice-President, Secretary and Treasurer. The nominating committee shall transmit its recommendation to the Secretary, 30 days prior to the annual business meeting, a minimum of one (1) name being provided for each vacancy. Nothing contained in this article shall restrict nominations from the floor at the annual business meeting.

**ARTICLE 13. Meeting Procedure**

Robert's Rules of Order shall be followed in all meetings except where they conflict with the by-laws of this organization.

**ARTICLE 14. Dissolution**

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In the event that this organization should be dissolved or disorganized, after payment of all debts, any balance of assets remaining shall be distributed to GMIS International.

If the Mi-GMIS Chapter would chose to leave the GMIS organization through majority vote of active Mi-GMIS members, all assets after any obligations shall remain with the local organization.