

**NORTH CAROLINA
GEOGRAPHIC INFORMATION COORDINATING COUNCIL**

**BYLAWS
May 14, 2002**

Article I. Name

The name of this organization shall be the North Carolina Geographic Information Coordinating Council hereinafter referred to as the Council. The Council was established by North Carolina General Statutes §143-725 through 143-727 in August 2001.

Article II. Purpose

The purpose of the Council is to further cooperation among State, federal and local government agencies; academic institutions; and the private sector to improve the quality, access, cost-effectiveness and utility of North Carolina's geographic information and to promote geographic information as a strategic resource in the State. The Council shall be responsible for the following:

- a. Strategic planning,
- b. Resolution of policy and technology issues,
- c. Coordination, direction and oversight, and
- d. Advising the Governor, the General Assembly, and the Information Resource Management Commission as to needed directions, responsibilities, and funding regarding geographic information.

Article III. Objectives

The objectives of the Council are as follows:

- Sec. 1. To coordinate the collection, documentation, management, use and dissemination of geographic information statewide.
- Sec. 2. To identify, make known, and recommend actions to meet geographic information needs statewide.
- Sec. 3. To foster communication and cooperation in matters related to geographic information among federal, state and local government agencies, universities and private entities in North Carolina.
- Sec. 4. To promote fiscal strategies that result in cost-savings and added value of geographic information through innovative and cooperative inter-governmental agreements.
- Sec. 5. To formulate and recommend standards for data architecture, quality, accuracy, resolution, and maintenance.

- Sec. 6. To promote sharing of geographic information by recommending standard methods and means, devising model agreements, developing and maintaining a corporate database, and performing other appropriate information sharing actions.

Article IV. Reporting

The Council shall report at least annually to the Governor and to the Joint Legislative Commission on Governmental Operations.

Article V. Council Membership

- Sec. 1. Appointment of Council Members.
The members shall be appointed pursuant to N. C. Gen. Stat. §143-726.
- Sec. 2. General Powers.
The business and affairs of the Council shall be managed by its membership.
- Sec. 3. Voting Membership.
Voting membership shall include all members, or their designees, present at a meeting. It is the responsibility of each member to be active in the Council and to attend scheduled meetings on a regular basis.
- Sec. 4. Non-Voting Membership.
The State Chief Information Officer shall serve as a non-voting *ex officio* member. The Chair may appoint additional non-voting members to terms coincident with that of the Chair.
- Sec. 5. Terms and Vacancies.
All members appointed by the Governor shall serve three-year terms. Members serving by *ex officio* shall serve terms coinciding with their respective offices. All members appointed by the Speaker of the House and President Pro Tempore of the Senate shall serve one-year terms. The appointing authority may reappoint a Council member for successive terms. In the event a vacancy occurs, notification shall be made to the appointing authority so that a replacement can be made.

Article VI. Officers

- Sec. 1. The Governor shall appoint the Chair from the membership to serve for a one-year period.
- Sec. 2. A Vice Chair shall be appointed by the Chair from the membership and shall serve for a one-year period.

Article VII. Duties of Officers

- Sec. 1. Chair. The Chair shall be the principal officer of the Council and shall in general coordinate all of the business and affairs of the Council. The Chair shall preside at all meetings of the Council and shall be responsible for the implementation of the Council's decisions.
- Sec. 2. Vice Chair. The Vice Chair shall assist the Chair in the discharge of the Chair's duties as requested and in the absence or inability of the Chair to act shall perform the Chair's duties.

The Chair and Vice Chair, or persons specifically appointed by the Chair, are authorized to represent the Council with other organizations.

Article VIII. Committees and Subcommittees

- Sec. 1. The following Committees are authorized by N. C. Gen. Stat. §143-726. They shall be directed by the Chair with the concurrence of a majority of voting members. These Committees are:
- a. State Government GIS User Committee (SGUC).
This committee shall consist of representatives from all interested State government departments and shall advise the Council on issues, problems and opportunities relating to geographic information, GIS and related technologies. The Chair of the Council shall appoint the committee chair from one of the State agencies represented on the Council.
 - b. Local Government Committee (LGC).
This committee shall be comprised of representatives from organizations and professional associations that serve or represent local government geographic information users, the North Carolina League of Municipalities, the North Carolina Association of County Commissioners, and Lead Regional Organizations. The committee members will elect one of its members to the Council. Its purpose is to advise the Council on issues, problems and opportunities relating to geographic information, GIS and related technologies.
 - c. Federal Interagency Committee (FIC).
The purpose of the FIC is to aid in the coordination of data activities within North Carolina, especially between Federal agencies and other geographic data users and distributors represented on the Council. Members shall consist of all interested Federal agencies and Tribal governments with an office located in North Carolina. The appointed Federal representative serving pursuant to N. C. Gen. Stat. §143-726 shall serve as the chair of the FIC.

- d. Statewide Mapping Advisory Committee (SMAC).
The purpose of the SMAC is to consolidate statewide geographic information requirements and attempt to gain statewide support for financing cooperative programs. The committee shall advise the Council on issues, problems and opportunities relating to federal, State and local government geospatial data programs. The Chair of the Council shall appoint the committee chair.
 - e. GIS Technical Advisory Committee (GIS TAC).
The purpose of the GIS TAC is to advise the Council on technical issues, including the statewide technical architecture for GIS. The chair of the Council shall appoint the committee chair.
 - f. Management and Operations Committee.
This committee shall consider management and operational matters related to geographic information, GIS and related technologies and other matters that are formally requested by the Council. The committee membership shall consist of the Chair of the Council, the State Budget Officer, the chair of each of the standing committees of the Council and other members of the Council appointed by the Chair.
- Sec. 2. The Council may create other standing committees and recommend that representatives of such committees be incorporated into the SMAC, GIS TAC and/or other committees as appropriate.
- Sec. 3. The Council may create *ad hoc* committees as necessary to research and assist with policy issues.

Article IX. Office and Staff

- Sec. 1. Principal Office. The principal Office of the organization shall be located in the offices of the Center for Geographic Information and Analysis (CGIA), New Education Building, Raleigh, North Carolina.
- Sec. 2. The Director of the Center for Geographic Information and Analysis shall be secretary of the Council and CGIA shall provide staff support for the Council, as directed by N. C. Gen. Stat. §143-725.

Article X. Meetings

- Sec. 1. Council meetings shall be held at least quarterly at a time and location selected by the Chair. Notice of meetings shall be provided to members of the Council at least 15 days prior to the meeting.

- Sec. 2. Additional meetings of Council membership may be called by the Chair with at least a 72-hour notice to discuss and take action on critical issues.
- Sec. 3. Committees advising the Council shall meet, discuss, study and/or resolve assigned issues as needed to carry out the business of the Council.

Article XI. Quorum and Amendment of Bylaws

- Sec. 1. A Quorum is established when more than one-half of the voting members of the Council, exclusive of vacancies, are present in a meeting of the Council.
- Sec. 2. A majority of affirmative votes on any issue will establish a Council decision.
- Sec. 3. Power to propose, repeal or amend these bylaws is hereby delegated to the Chair of the Council. Approval of changes in the bylaws may be obtained by a 2/3-majority vote at any meeting of the Council provided that members receive notice of the meeting at least 15 days in advance.

Article XII. Parliamentary Procedure

Meetings may be conducted in an informal manner by the Chair, but Robert's Rules of Order (Revised) may be invoked at any time by a majority vote of the members present.

Article XIII. Obligations and Expenses

- Sec. 1. It is the intent of these bylaws to set a basis for cooperation between member agencies.
- Sec. 2. All obligations and expenses for participation in the Council by state agencies shall be borne by each member's agency or organization. Members representing local governments and the private sector shall, upon their request, have their travel and subsistence reimbursed by the Council.

Adopted by the Council:

Dempsey Benton
Chair

August 21, 2002
Date



