

**REDDING AREA BUS AUTHORITY
BOARD POLICY**

SUBJECT	RESOLUTION NUMBER	POLICY NUMBER	EFFECTIVE DATE
QUORUM REQUIREMENTS, VOTING REQUIREMENTS, AND ANNUAL REORGANIZATION OF THE BOARD OF DIRECTORS	RABA-138	121	05/15/2000
	RABA-151		12/13/2004
	RABA-155		12/12/2005
	RABA 2011-01		03/21/2011

Background

The Redding Area Bus Authority (RABA) does not have an explicit policy relative to: 1) when the Board of Directors will reorganize (i.e., select a new Chair and Vice Chair); 2) how many Board Members are needed to constitute a quorum; 3) the voting requirements when less than eight Board Members are present; or 4) how to select representatives to various boards, commissions or committees such as the Governing Board of the Shasta County Regional Transportation Planning Agency (SCRTPA).

Purpose

To clarify the issues delineated above, a policy is needed that: 1) establishes a date certain when the Board of Directors will reorganize; 2) establishes how many Board Members are needed to constitute a quorum; 3) explicitly sets forth the voting requirements when less than eight Board Members are present; and 4) establishes the procedure for selecting representatives to various board, commission and committees

Policy

1. The Board of Directors will reorganize at its scheduled meeting in December of each year. If that meeting is cancelled due to the lack of a quorum or for any other reason, the Board of Directors will reorganize at a meeting at such other date and time as the Board may desire.
2. Five Board Members shall constitute a quorum.
3. The act of a majority of the Board Members present and voting on an issue at a meeting at which a quorum is present shall be the act of the Board of Directors.
4. Various board, commission, and committee representation will be reviewed at the Board of Directors annual reorganization meeting as outlined in Item 1 above. At such time, primary and alternate representatives will be determined. From time to time, Board Members may no longer be able to meet their representative obligations due to resignations, or other relevant reasons. In such cases, the Board of Directors will select new representatives at its next regularly scheduled meeting.

It is recognized that the SCRTPA representative and an alternate will normally be appointed from among City of Redding City Council members. The overwhelming majority of the RABA service is provided in the Redding city limits and is, therefore, funded by the City of Redding's share of transit revenues. Consequently, the SCRTPA Board should have a corresponding amount of representation from the City of Redding which stands to be most impacted relative to decisions by the SCRTPA concerning RABA. The alternate representative should not already be a SCRTPA alternate representative for another jurisdiction. The SCRTPA representative will typically serve in that capacity for a minimum of two years in order to ensure continuity.