

LAKE ANNA ADVISORY COMMITTEE (LAAC)



BY-LAWS

Revised: February 28, 2018

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BY-LAWS OF THE LAKE ANNA ADVISORY COMMITTEE (LAAC)

ARTICLE I GENERAL

Section I. Authorization.

The Lake Anna Advisory Committee is a joint administrative organization of the Counties of Louisa, Spotsylvania and Orange, under provisions of Section 15.1-21 of the Code of Virginia, 1950 as amended.

Section II. Purpose.

The purpose of the Lake Anna Advisory Committee (LAAC) is to address matters of joint interests pertaining to Lake Anna and the adjacent shorelands governed by the surrounding counties. The stated purposes are:

1. To promote cooperation and coordination among the local governing bodies and Dominion Energy on issues concerning Lake Anna;
2. To develop recommendations for new or revised ordinances/legislation specifically addressing the needs, issues, and/or problems involving Lake Anna, its shoreline, its shoreland area behind the lake, and the watersheds of Lake Anna as designated by the local governments;
3. To promote planning and management for land, water and other natural resources and environmental quality maintenance;
4. To administer the on-lake marker program (to include no wake, hazard and similar buoys)
5. To promote research, control and/or eradication of undesirable aquatic weeds in Lake Anna and to improve the quality of the water and to control pollution in and around Lake Anna; and
6. To initiate discussions with all local, state and federal agencies concerned with quality of human life, water, pollution, recreation, wildlife, fish and fishing conditions, in and around Lake Anna and to pass on to all governmental agencies on the local, state or federal level any recommendations believed feasible and necessary to accomplish the purposes of this advisory committee.

ARTICLE II ORGANIZATION

SECTION I. Membership.

The agreement, accepted by the three counties, stipulates a nine (9) member committee with each member representing one vote, as follows:

1. One member of the Board of Supervisors of Spotsylvania County and one alternate;
2. One member of the Board of Supervisors of Orange County and one alternate;
3. One member of the Board of Supervisors of Louisa County and one alternate;
4. Two residents of Spotsylvania County from the Lake Anna area;
5. One resident of Orange County from the Lake Anna area; and,
6. Two residents of Louisa County from the Lake-Anna area; and,
7. One representative from Dominion Energy.

The three County Administrators are ex-officio members.

Board of Supervisors members shall be appointed by and serve at the discretion of their respective governing body. Citizen members, with the exception of Dominion Energy, shall be appointed for a four (4) year term by their respective Board of Supervisors and shall be residents on or near Lake Anna. They may be removed by their respective Boards for cause, an example of which is non-attendance/performance.

Section II. Meetings.

All meetings shall be open to the public.

The first meeting in a calendar year shall be the annual organizational meeting. The meeting times, dates, and frequency for that year shall be set at that time.

Special meetings may be called by two (2) voting members of LAAC and shall be called by the Secretary upon receipt of a written agenda signed by the two members. Special meetings may be called upon a five (5) day notification by the Secretary. No other business shall be transacted.

Section III. Quorum.

The quorum for LAAC meetings shall be a majority five (5) of the voting members. At least one voting member from each county must be present.

**ARTICLE III
OFFICERS****Section I. Officers.**

The Officers of LAAC shall consist of: Chairman; Vice-Chairman; Secretary; Treasurer. Officers shall be elected to serve a one (1) year term by majority vote of the LAAC members. Elections shall be held on the first meeting of a calendar year to be effective until the first meeting of the subsequent calendar year.

The Chairman shall preside at all meetings and shall perform such other duties as are incident to the office or are properly required by the LAAC and shall authorize dispersal of LAAC funds after approval by the LAAC Committee and in conformity with the approved or amended budget. The Chairman shall submit an annual report to each Board of Supervisors.

The Vice-Chairman shall exercise the authority of an absent Chairman, and may perform such other duties as assigned by the Chairman.

The Secretary shall be responsible for: maintaining all LAAC records (excluding the Treasurer's records); taking and publishing the minutes of each meeting; maintaining a LAAC directory and Committee members' attendance records; notification of Committee members of meetings including providing a copy of the previous meeting minutes and an agenda of the coming meeting (a minimum of five (5) days in advance of a scheduled regular meeting). The Secretary shall also be responsible for media notification.

The Treasurer shall collect and receive all monies due or belonging to the LAAC. All such monies shall be bank deposited in Lake Anna Advisory Committee account(s). The LAAC balance shall be reported at each meeting including an itemized accounting of receipts and expenditures. The Treasurer's records shall be open to public review at all times. The Treasurer may be bonded in an amount to be approved by the Committee and at the discretion of the Committee. All LAAC accounts shall be reviewed annually by an independent party appointed by LAAC.

Section II. Vacancies.

A vacancy that occurs among the officers (except the Chairman), shall be filled by a majority vote of the LAAC at their first meeting following the creation of such a vacancy. The Vice-Chairman will fill the unexpired term of the Chairman.

**ARTICLE IV.
COMMITTEES**

Section I. Committees.

The LAAC may appoint committees, sub-committees or special committees to advance the work of the LAAC and to aid the LAAC on particular projects. All Committees or sub-committees appointed by the LAAC shall be subject to the authority of the LAAC.

There shall be established the following standing Committees with tasks to include but not necessarily limited to:

1 . Environmental Committee: To promote planning and research to protect the water quality of Lake Anna; e.g., aquatic weed and pollution control; watershed management; volunteer water monitoring; etc.

2 . Safety Committee: To promote boating safety and police, fire, and rescue services for Lake Anna and its citizens and to administer the Lake Anna buoy programs.

3 . Budget/Finance Committee: To aggressively seek grants and other funding sources to effectuate goals and objectives. To coordinate the preparation of individual sub-committee and the LAAC budget requirements for presentation to the LAAC Committee. To oversee an annual examination of the LAAC treasurer's books.

Section II. Membership.

The chairman of each committee shall be nominated annually by the LAAC Chairman and approved by a majority vote of LAAC.. The Chairman of each Committee shall be either a LAAC member or a citizen from the three counties. The Dominion Energy representative shall be an advisor to the LAAC Chairman and Committee Chairman on all matters pertinent to the lake and shoreline of Lake Anna.

A Committee Chairman may appoint citizens from the three counties to participate as members of specific committees. Where appropriate, committee membership should include at least one citizen from each county.

**ARTICLE V. GENERAL
PROVISIONS**

Section I. Fiscal Year Calendar.

The fiscal year of the Lake Anna Advisory Committee shall begin on one (1) July and end on thirty (30) June of each year.

Section II. Amendments.

Proposed amendments to the By-Laws may be drafted by a member or members and submitted to the membership at a regular or special meeting. The proposal must be submitted to the Secretary who shall give notice to the membership at least 10 days prior to the meeting. The proposed amendment shall be adopted upon receiving a two-thirds (2/3) majority (six (6) vote of the LAAC membership. At least one voting member from each county must be present.

Section III. Budgets/Financial.

The LAAC may apply for grant funding for its activities and purposes and use these monies for implementing LAAC policies and purposes. Sources may be Federal, State and private foundations. All funding shall conform to all Federal and State laws in the use and management of such monies.

Annual budgets are to be prepared by the LAAC. Funding required by the three counties shall be forwarded to the member governing bodies for formal action and is subject to appropriations by the respective **Boards of Supervisors**. Copies of all budgets shall be made available to each of the governing bodies. Copies may be available to the public at cost.

Section IV. Voting.

Voice votes are allowed. Roll call votes shall be taken upon a motion of any voting member.

Section V. Conflicts.

Conflicts between these by-laws and the joint agreement shall be resolved in favor of the joint agreement.

Section VI. Roberts Rules.

All meetings shall be governed by Roberts Rules of Parliamentary Procedures. As necessary, the Chairman may appoint a Parliamentarian.

Section VII. Compensation.

Members shall serve without compensation. Unusual circumstances requiring travel or per diem expenses shall be in accordance with the established policies of the member county.