

**Minnesota Association of County Social Service Administrators
CONSTITUTION**

ARTICLE I.

Name

The name of this Association shall be: Minnesota Association of County Social Service Administrators. Hereinafter it may be referred to as the Association.

ARTICLE II.

Vision and Mission

Building a unified network of partnerships to advocate for meaningful system improvement, influence policy and legislation and promote quality human services that positively impact our citizens, communities and counties throughout Minnesota.

ARTICLE III.

Membership

Membership of the Association shall be open for Minnesota County Social Services Directors, County Community Services Directors, County Human Service Directors, County Health and Human Services Directors or other administrative designees. All such members shall have voting privileges. Although voting privileges are limited to official MACSSA members, the attendance of other county human services administrative staff at MACSSA events is encouraged.

The allocation of MACSSA membership seats shall be dictated by the following system:

- Counties 1st – 5th in population size: 5 members each;
- Counties 6th – 10th in population size: 4 members each;
- Counties 11th – 15th in population size: 3 members each;
- Counties 16th – 20th in population size: 2 members each;
- Counties 21st and lower in population size: 1 member each.

Counties that are eligible for more than one membership shall submit the changes to the Director annually.

All population estimates for determining the allocation of membership seats shall be based on: 1.) Official U.S. Census Reports of county population for the Census year and the two years following the Census; 2.) In other years, the most recent official estimate by the Minnesota State Demographer's Office. The number of seats allocated to any county shall be re-assessed annually. In the event that two counties have identical population reports, both counties shall have equal representation.

ARTICLE IV.

Meetings

Meetings of the Association shall be conducted in the manner provided for in the subsections of this article and shall be open only to members or their guests.

Section 1. Annual Meeting

The annual meeting of the Association shall be held in conjunction with the second yearly workshop.

Section 2. Executive Committee

The Executive Committee shall meet on a day and time consistent with the General Meeting and at a place to be determined by the committee.

Section 3. Membership

The membership shall meet not less than nine times yearly, excluding the annual meeting. Membership meetings shall be held at a time and place determined and published in advance by the Executive Committee.

ARTICLE V.

Amendments

The constitution of the Association may be amended at an annual meeting by a two-thirds vote of the members present, provided that such meeting has a quorum described in the Bylaws and provided that the amendment had been submitted in advance to the members in writing.

ARTICLE VI.

Adoption of Constitution

This constitution shall become effective January 1, 1975, upon ratification by two-thirds of active members voting on the adoption.