BY-LAWS FOR THE MORRIS PLAINS MUNICIPAL ALLIANCE COMMITTEE

ARTICLE I: NAME

The Morris Plains Substance Abuse Alliance shall be known as the Morris Plains Municipal Alliance Committee.

ARTICLE II: LEGAL BASIS

The Legal Basis for this organization is New Jersey Public Law, 1989, Chapter 51 as adopted by the Morris Plains Borough Council, Resolution #91-40.

ARTICLE III: PURPOSE AND MISSION

The purpose and mission of the Morris Plains Municipal Alliance Committee (“The Alliance”) will be to address adolescent and family concerns which affect not only the individual or the family unit, but also those that have extended impact throughout the community. The Alliance will work as a community resource, collaborating with the Police Department, the School System, the Parks and Recreation Department, the relevant agencies and Community Organizations; to assist in the prevention, identification, and intervention of negative attitudes, behaviors and environments that might lead to drug and alcohol use and abuse among members of the community (especially the youth). The Alliance will also act as a support system for community members at high risk of drug and alcohol abuse by encouraging, coordinating, and integrating existing services as available.

ARTICLE IV: MEMBERSHIP

1. Members of the Alliance shall be appointed by the Mayor, with advice and consent of the Council. There is no limit to the number of members who may be appointed to the Alliance. However, fifty percent of the members must reside in the Borough of Morris Plains.

Membership on the Alliance may include, but is not limited to:

A. The governing body’s appointed representative
B. Representative of the Police Department
C. Representative of the President of the School Board
D. Representative of the Superintendent of Schools
E. Student Assistance Coordinator/Guidance Counselor
F. Representative of the Home and School Association
G. Representative of the local bargaining unit for teachers
H. Representative of the Chamber of Commerce
I. Municipal Court Judge
J. Representatives of local civic associations
K. Representatives of local religious groups
L. Private citizens (may include youth representatives and youth or adults recovering from alcohol or other drug abuse.)
M. Individuals who have been impacted by alcoholism and/or drug abuse, including individuals who have been directly affected by their own, or family member’s abuse or addictions
N. Representatives of labor unions
O. Representatives of the media
P. Representatives of public and private organizations involved in treatment of alcohol and drug related problems
Q. Representative of the Morris Plains Juvenile Conference Committee

2. Terms of Members: Members of Alliance shall be appointed to serve a term of one year, or until their successors be appointed.

ARTICLE V: OPERATION AND PROCEDURE

1. Quorum: A majority (more than half of current membership) of the members of the Alliance shall be present in person to constitute a quorum for the transaction of business.

2. In the event that critical business must be conducted when a quorum is not present, members present may elect to appoint a member to poll absent members by telephone within 24 hours of meeting. Results will be published in meeting notes.

3. Amendments to the By-Laws: Amendments to the by-laws will be by majority vote, at any regular meeting, provided that the proposed amendment shall have been included in the notice of the meeting.

ARTICLE VI: MEETINGS

1 Regular: The regular meeting shall be held on the second Monday of each month, unless otherwise noted beforehand. All regular meetings shall begin at 7:30 pm at the sites designated by the Alliance.

2 Special Meetings: Special meetings shall be called by order of the Chairperson, or at the request of a majority of the Alliance members. Advance notice, specifying time, place, and purpose of such meeting, must be extended to each Alliance member. Special meetings must be designated as open to the public at all times.

3 Adjourned Meetings: A meeting of the Alliance may be adjourned to a specific time and place. All members shall be notified 48 hours in advance of the time, place, and business of the adjourned meeting.
4 Closed Sessions: The Alliance may hold a closed session, by an affirmative vote by majority of its members present, when deemed necessary to freely discuss matters pertaining to personnel, contractual items, or matters that may concern future litigation. No official action may take place during a Closed Session.

1. Agenda:
   a. An agenda will be prepared by the Secretary at the direction of the Chairperson. If possible, it will be distributed to members of the Alliance in advance of the meeting to allow for full consideration for matters under discussion. Agenda items may be conveyed via verbal transmittance by the Secretary, the Chairperson, or his/her designee.
   b. Individual members of the Alliance may refer any item directly to the Chairperson for inclusion on the agenda.

ARTICLE VII: DUTIES OF OFFICERS

1. Chairperson: The Chairperson of the Alliance shall conduct meetings and act as the spokesperson for the Alliance. The Chairperson shall be an ex-officio member of all committees.

2. Vice-Chairperson: The Vice-Chairperson shall perform all duties of the Chairperson in the event of his/her absence.

3. Secretary: The Secretary shall give notice of all regular or special meetings of the Alliance. He/She shall record the minutes of all proceedings of the Morris Plains Substance Abuse Alliance in suitable minute books. In the absence of the Secretary, the Chairperson or Presiding Chairperson shall appoint a temporary Secretary.

4. Treasurer: The Treasurer shall record and report all income and expenses of the Alliance, and shall maintain the Alliance treasury account.

5. Coordinator/Grantwriter: The Coordinator shall complete grant applications seeking Alliance funding and shall complete and submit all reports and vouchers necessary for collection of funds.

ARTICLE VIII: COMMITTEES

1. The Chairperson shall appoint such ad/hoc or standing committees in extension of the Alliance as he/she sees fit to assume some of the work activities of the Alliance.

2. Likewise, the Chairperson shall dissolve such committee(s), when in his/her opinion, they are no longer needed.
3. These committees shall be given specific assignments as determined by the Alliance.

4. The Chairperson shall appoint a committee-chairperson to see to it that the charge of the committee is carried out and to report back to the Alliance.

ARTICLE IX: POLICIES

1. Speakers: When putting together programs that interface with any/all segments of the community, it is hereby agreed and understood that a syllabus of the program be supplied by the presenter(s) in a timely fashion for review by the Alliance at a regularly scheduled meeting, when possible, or for review by the Chairperson, but in either case, prior to announcement of the program to the community.

2. Regular attendance at meetings is necessary to ensure the success of the Alliance. It is hereby agreed and understood by all members of the Alliance that members will notify the Alliance Chairperson in advance as to non-attendance of a meeting. If a member is absent three consecutive meetings in one calendar year, without notifying the Chairperson, the Alliance may notify that member that a vote will be conducted at the next regularly scheduled meeting to recommend dismissal, and replacement.