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Oneida County Sports Authority By-Laws

1. Meetings. Meetings of members of the Board of the Authority may be called by the chairman at any time on his own initiative or by the chairman or vice-chairman upon the request of three members to such officer made in writing. Notice of the meeting shall be mailed to each member at least seven days previous to the meeting. Any matter which may be lawfully considered by the Board may be considered at any such meeting duly called, unless the notice of meeting specifies otherwise.

2. Proxies. Every member of the Board entitled to vote at any meeting thereof may vote in proxy given to another member. A proxy shall be in writing and revocable at the pleasure of the member executing it. Unless the duration of the proxy is specified, it shall be invalid one month from the date of its execution. The existence of a proxy shall not be deemed as a member's presence at a meeting for the purpose of constituting a quorum.

3. Order of Business. At all meetings of the Board, the order of business shall be as follows:

- i. Reading of the minutes of the last meeting for information and approval.
- ii. Reports of officers.
- iii. Other reports.
- iv. Old business.
- v. New business.

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4. Duties of Officers.

- i. Chairman. The chairman shall preside at meetings of the board, shall communicate to the board such matters and made such suggestions as may in his opinion tend to further the purposes of the authority and shall perform such other duties as are necessarily incident to the office of chairman.
- ii. Vice-Chairman. In the case of the death or absence of the chairman, or of his inability from any cause to act, the vice-chairman shall perform the duties of the chairman's office.
- iii. Secretary. It shall be the duty of the secretary to give notice of and attend all meetings of the board and keep minutes thereof, to conduct all correspondence and to carry into execution all orders, votes and resolution not otherwise committed, and to keep the authority's seal. In case of absence or disability of the secretary, the chairman may appoint a secretary pro-tem.
- iv. Treasurer. The treasurer shall keep an account of all moneys received and expended for the use of the authority, and make a report at any meeting or when called upon by the chairman. The funds and books in his hands shall at all times be under the supervision of the chairman and subject to his inspection and control. The provisions of this subparagraph shall be applicable only

to moneys paid to the treasurer, and shall not apply to any monies which were paid to the county commissioner of finance pursuant to Public Authorities Law Section 2052-h.

5. Seal. The board may adopt an appropriate corporate seal to be used by the authority as may be required.

6. Amendments. These by-laws may be amended by the board from time to time at any meeting duly called. These by-laws and any amendments thereto shall become effective upon the filing and publication thereof, as required by law.