

BY-LAWS OF THE MASON COUNTY NOXIOUS WEED CONTROL BOARD

ARTICLE 1, AUTHORITY

The Mason County Noxious Weed Control Board (MCNWCB) is authorized by RCW 17.10.020 (1). In each county of the state there is created a noxious weed control board, bearing the name of the county within which it is located. The jurisdictional boundaries of each board are the boundaries of the county within which it is located.

Mason County Resolution No. 482 created the Mason County Weed Control District on February 24, 1975.

ARTICLE 2, PURPOSE

The primary purpose of the Mason County Noxious Weed Control Board (MCNWCB) is to ensure that the requirements of the [Washington State Noxious Weed Law, RCW 17.10](#) are met in Mason County. The Board sets county noxious weed control priorities, annually adopts the county weed list and supports education, technical assistance and control of noxious weeds through voluntary compliance and enforcement. These integrated measures ensure that landowners control noxious weeds on their properties, as required by Chapter 17.10 RCW.

ARTICLE 3, MEMBERSHIP

RCW 17.10.050(1) The Board consists of five voting members appointed by the county legislative authority. In appointing the voting members, the county legislative authority shall divide the county into five geographical areas that best represent the county's interests, and appoint a voting member from each geographical area. At least three of the voting members shall be engaged in the primary production of agricultural products. There is one nonvoting member on the board who is the chair of the county extension office or an extension agent appointed by the chair of the county extension office. Each voting member of the board serves a term of four years. The board members shall not receive a salary but shall be compensated for actual and necessary expenses incurred in the performance of their official duties.

RCW 17.10.050 (2) The voting members of the board serve until their replacements are appointed. New members of the board shall be appointed at least thirty days prior to the expiration of any board member's term of office. Notice of expiration of a term of office shall be published at least twice in a weekly or daily newspaper of general circulation in the section [geographical area] with last publication occurring at least ten days prior to the nomination. All persons interested in appointment to the board and residing in the geographical area with a pending nomination shall make a written application that includes the signatures of at least ten registered voters residing in the geographical area supporting the nomination to the county noxious weed control board. After nominations close, the county noxious weed control board shall, after a hearing, send the applications to the county legislative authority recommending the names of the most qualified candidates, and post the names of those nominees in the county courthouse and publish in at least one newspaper of general circulation in the county. The county legislative authority, within ten days of receiving the list of nominees, shall appoint one of those nominees to the county noxious weed control board to represent that geographical area during that term of office.

RCW 17.10.050 (4) In case of a vacancy occurring in any voting position on a county noxious weed control board, the county legislative authority of the county in which the board is located shall appoint a qualified person to fill the vacancy for the unexpired term.

ARTICLE 4, OFFICERS

The elected officer of Mason County Noxious Weed Control Board shall be the Chairperson. The Chair shall be elected at the first meeting of the new calendar year and shall hold office until their successors have been elected and qualified. The Chair shall be responsible for conduct of the meetings. A Vice-Chair may be selected by the Mason County Noxious Weed Control Board to serve in the Chairperson's absence.

ARTICLE 5, STAFF

RCW 17.10.060 (1) Each activated county noxious weed control board shall employ or otherwise provide a weed coordinator whose duties are fixed by the board but which shall include inspecting land to determine the presence of noxious weeds, offering technical assistance and education, and developing a program to achieve compliance with the weed law. The weed coordinator may be employed full time, part time, or seasonally by the county noxious weed control board. County weed board employment practices shall comply with county personnel policies. Within sixty days from initial employment the weed coordinator shall obtain a pest control consultant license, a pesticide operator license, and the necessary endorsements on the licenses as required by law. Each board may hire additional persons as it deems necessary for the administration of the county's noxious weed control program.

ARTICLE 6, MEETINGS

RCW 17.10.060 (3) Each activated county noxious weed control board shall meet with a quorum at least quarterly.

The regular meetings of the Board shall be held monthly, at a time and place to be determined. Fewer meetings may be held, but not less than quarterly. In the event that a scheduled meeting day falls on a holiday, such meeting shall be held at the same time and place on the next available day, thereafter, which is not a legal holiday, or at such time or place as may be otherwise designated. All regular meetings will provide the opportunity for public comment at some point during the meeting.

Written notice of meetings and the meeting agenda shall be provided to each Board member via email at least three days before the scheduled meeting, but may be amended at the meeting without special notice. Meetings are covered under the Washington Open Public Meetings Act and all meetings will be open to the public.

Special meetings may be held upon the call of the Coordinator or Chairperson by notifying all members and the general public not less than 24 hours prior to the time of the special meeting. Notice will be posted at the meeting site and on the Mason County web page. In addition, any media that have notified, in writing, that they want meeting notifications; shall be notified.

ARTICLE 7, QUORUM

A majority of voting members shall constitute a quorum for the transaction of any business that may come before any monthly or special meeting of the Mason County Noxious Weed Control Board. Vacancies are not counted in determining the basis for the quorum.

ARTICLE 8, VOTING

Each regularly appointed member shall be entitled to one vote on any matter that may come before the Board. The majority vote of quorum present of the Mason County Noxious Weed Control Board shall be necessary to decide any question or issue.

ARTICLE 9, MINUTES

The MCNWCB coordinator shall prepare meeting minutes. Minutes will include the date, time, and venue; the names of those in attendance (including staff) and the person recording the minutes; and the agenda. Votes taken should appear in their place of order in the agenda.

ARTICLE 10, ABSENCE OF MEMBERS

In the event of a member being absent for three (3) consecutive regular meetings without being excused by the Noxious Weed Control Board, the Chair shall, at the discretion of the Board, request the Board of County Commissioners ask for their resignation.

ARTICLE 11, RECORDS AND CORRESPONDENCE

The official mailing address to receive correspondence will be:

Mason County Noxious Weed Control Board
303 N. 4th Street
Shelton, WA 98584

Minutes shall be kept and made available on the Mason County website and are considered a public record.

ARTICLE 12, SIGNATURE AUTHORITY

The Chair is authorized to sign any necessary documents and only one signature is required.

ARTICLE 13, TRAVEL

Per RCW 17.10.050, the Board members shall not receive a salary but shall be compensated for actual and necessary expenses incurred in the performance of their official duties.

ARTICLE 14, TRAINING

Attendance at certain trainings, such as Open Public Meetings Act, may be required by the County for Board member participation. The trainings are at no cost to the Board member.

ARTICLE 15, AMENDMENTS TO BYLAWS

The Mason County Noxious Weed Control Board will periodically review their bylaws and may propose amendments to the bylaws. Bylaws may be amended at any regular or special meeting.

ARTICLE 16, RULES OF ORDER

Robert's Rules of Order, revised, shall be the parliamentary authority for this organization.

APPROVED this 13th day of October, 2021.

Tamara Cowles, Chair
Mason County Noxious Weed Control Board