

BYLAWS  
OF  
MINNEAPOLIS TRANSGENDER EQUITY COUNCIL

Section 1. Purpose; Name. On February 10, 2017, the Minneapolis City Council passed Resolution 2017R-061, establishing the Transgender Equity Council (“TEC”) “to serve as an advisory board to the City Council on matters of importance to the Transgender community.”

On February 16, 2017, Resolution 2017R-061 was signed by the Mayor.

The TEC strives to serve as a liaison between members of the transgender, gender nonconforming, and non-binary community, lawmakers and city officials, and residents of Minneapolis.

Section 2. Duties; Membership.

- A. The TEC shall be comprised of fifteen (15) voting members (“Members” or the “Membership”): two (2) community members appointed by the Mayor; six (6) community members appointed by the City Council; one (1) City of Minneapolis employee appointed by the Mayor; three (3) City of Minneapolis employees appointed by the City Council; one (1) member designated by the Minneapolis Park and Recreation Board; one (1) member designated by Hennepin County; and one (1) member designated by Minneapolis Public Schools.
- B. Candidates seeking one of the eight (8) community member appoints are required to be residents of the City of Minneapolis.
- C. Members shall be appointed for two-year terms.
- D. A Member may serve up to three (3) consecutive two-year terms.
- E. All appointments made by the Mayor and the City Council shall be subject to the City’s Open Appointments Process as outlined in § 14.180 of the Minneapolis City Ordinances.
- F. Members will receive the cost of parking/transit, which is provided at no charge to Members. Depending upon the time of the regular or special meeting, Members may have food and beverages provided by the City of Minneapolis.
- G. Members are expected to attend all regularly scheduled meetings to the best of their ability.
- H. Members may be replaced by their appointing authority in the event of resignation or poor attendance; missing three (3) meetings in a row or five (5) in a year, not including emergencies, parental leave or other approved extended absences, or needing to call in. Replacement members are subject to the same appointment process as regular members.
- I. Members should communicate their intention to resign their position on the TEC by written notice to the Coordination Group (or, Co-chairs?) or staff.

Section 3. Officers. Chairpersons shall be elected within TEC by a majority vote of all members present at a meeting. The election shall be held no later than the second meeting of the calendar year. Officers shall serve one-year terms.

Section 4. Meetings.

- A. The regular meeting of the TEC is on the second Thursday of each month from 5:00-7:00
- B. Members may adjust the meeting schedule for good cause and with reasonable notice

- C. Special meetings of the Members may be called by the Facilitation Committee. Any Member can make a request to the Facilitation Committee for a special meeting. Decision is with the Facilitation Committee.
- D. The annual regular meeting schedule will be distributed to the Membership in writing and posted on the City of Minneapolis Transgender Equity webpage by 5:00 p.m. on January 1 of each calendar year.
- E. The TEC will meet at Minneapolis City Hall or other locations as determined by the Facilitation/Coordination Committee. Parking, transit, and ADA accessibility shall be taken into consideration when choosing a meeting location.
- F. A quorum shall constitute eight (8) appointed Members of the TEC.
- G. Decisions to adopt or not to adopt a motion shall be made by vote of a quorum of Members.
- H. Any Member may propose a motion for vote by all Members. That member shall move for a vote on the motion, a different Member must second the motion before a vote is taken. The TEC strives to allow for a reasonable amount of time for discussion preceding a final vote on the motion.
- I. When possible, consensus should be the goal in all voting matters.

Section 5. Committees; Subcommittees. The TEC may form and utilize committees and subcommittees in furtherance of its mission. A vote by quorum of TEC may appoint and dissolve committees and subcommittees. The Co-Chairs shall name the chair of all committees. The purpose of any committee or subcommittee is to identify issues and make recommendations for TEC policy, to take action where appropriate and directed by the TEC, and to participate in the implementation of TEC decisions and activities.

Membership on committees may include TEC members and individuals who are not TEC members, but who are dedicated to assisting the TEC in executing its mission.

Section 6. Amendments. Bylaws may be amended by a two-thirds vote of members present at any regular meeting provided quorum is met. Written notice must be provided to TEC members at least ten (10) days in advance of the impending vote, setting forth the contents of the proposed amendment. The TEC shall provide a reasonable opportunity for discussion prior to the vote. The bylaws may be suspended by a three-quarters majority vote of the TEC members present.