

**TOWNSHIP OF FRANKLIN
R-049-19**

MUNICIPAL ALLIANCE BYLAWS

ARTICLE I: NAME

The name of this organization shall be Elk/Franklin Municipal Alliance for the Prevention of Substance Abuse there in after, the "Alliance".

ARTICLE II: AUTHORIZATION

As authorized by the Governing Body of the Township of Franklin, this group shall serve as the Alliance of the above stated municipality in accord with P.L.1989, C: 51 and the Guidelines of the Municipal Alliance Sub-committee as established by the Gloucester County Local Advisory Committee on Alcohol and Drug Abuse (LACADA).

ARTICLE III: PURPOSE

In accord with the above authorization the purpose of the Alliance is to:

- a. In consultation with the Gloucester County Local Advisory Committee on Alcoholism and Drug Abuse, identify alcoholism and drug prevention, education, and community needs.
- b. Implement the Alliance programs.
- c. The Alliance shall also be responsible for:
 1. Organizing and coordinating efforts involving schools, law enforcement, business groups, and other community organizations for the purpose of reducing alcoholism and drug abuse;
 2. In cooperation with local school district, developing comprehensive and effective alcoholism and drug abuse education programs in grades K through 12;
 3. In cooperation with local school districts, developing procedures for the intervention, referral to treatment and discipline of students abusing alcohol or drugs;
 4. Developing comprehensive alcoholism and drug abuse education support and outreach efforts for parents in the community;
 5. Developing comprehensive alcoholism and drug abuse community awareness programs;
 6. Creating a network of community leaders, private citizens and representatives of public and private human service agencies who will make a comprehensive and coordinated effort to promote and support drug and alcohol prevention and education programs and related activities with an emphasis on youth;
 7. Conducting an assessment of their community to determine the needs of the community in relation to alcoholism and drug abuse issues;
 8. Identifying existing efforts and services acting to reduce alcoholism and drug abuse;
 9. Coordinating project within the municipality to avoid fragmentation and duplication;

10. Developing programs to be implemented at the municipal level or participating in regionally developed programs that accomplish the purpose of the Alliance effort;
11. Assisting the Municipality in acquiring funds for Alliance programs, including the establishment of a permanent, standing subcommittee on fundraising;
12. Keep such records and provide such information to the Governor's Council as may be required for fiscal audit; and
13. Cooperating with the Governor's Council on Alcoholism and Drug Abuse and the Alliance Steering Subcommittee of the Gloucester County Advisory Committee on Alcoholism and Drug Abuse to provide municipal data, reports or other information which may be required for the County Alliance Plan or needed to assist the Alliance efforts.

ARTICLE IV: MEMBERSHIP

The Municipal Alliance of Elk/Franklin should include as its membership a broad representation for the local community. Membership may include, but shall not be limited to:

1. The Governing body's appointed representative;
2. The Chief of Police;
3. The President of the school board;
4. The Superintendent of School;
5. A Student Assistance Coordinator;
6. A representative of the Parent-Teacher Association;
7. A representative of the local bargaining unit for teachers;
8. A representative of the Chamber of Commerce;
9. A representative from the local court system;
10. A representative of local civic association;
11. Representatives of local religious groups;
12. Individuals who have been impacted by alcoholism and/or drug abuse, including individuals who have been directly affected by their own, or family's member's abuse or addictions;
13. Representatives of labor unions
14. Representatives of the media
15. Private citizens with interest or experience in issues concerning alcohol and/or drug abuse; and/or
16. Representatives of public and private organizations involved in treatment of alcohol and drug related problems.

There shall be no limitation on the number of members who may be appointed to the Municipal Alliance Committee by the Mayor or governing body. Fifty percent of the members however must reside in the municipality. *Members shall be appointed for specific terms.*

ARTICLE V: OFFICERS

SECTION 1 – Chairperson

- a. The Chairperson shall preside at all meetings of the Committee;
- b. Be an ex-officio member of all subcommittees;
- c. Appoint all standing and other subcommittees in consultation with the Alliance as a whole.
- d. Prepare or oversee the preparation of quarterly fiscal and programmatic reports.

SECTION 2 – Vice Chairperson

- a. The Vice-Chairperson shall perform the duties of the Chairperson in his/her absence;
- b. Succeed to the office of Chairperson for the balance of the term, or until a successor is elected by the Alliance should that office become vacant;
- c. Carry on such other duties for the Alliance as may be directed by the Chairperson.

SECTION 3- Secretary

- a. The Secretary shall keep an accurate record of the proceedings, transactions, and attendance of all regular and special meetings of the Alliance.

SECTION: 4 –Treasurer

- a. The Treasurer should keep an accurate record of all fiscal transactions and assist in preparing the fiscal quarterly report.

ARTICLE VI: ELECTIONS & TERM OF OFFICE

SECTION 1- The election of Officers of the Alliance shall be held annually at the meeting. The chairperson shall be elected by the membership.

SECTION 2. The term of Office for all officers shall be one (1) year.

SECTION 3. Election shall be by simple majority vote of the members present.

SECTION 4. Vacancies will be filled special election for the remaining term of office.

ARTICLE VII: MEETINGS

SECTION 1- All Alliance meetings shall be held in compliance with the “Open Public Meetings Act”, P.L. 1975, c. 231.

SECTION 2- The Municipal Alliance shall meet quarterly with a calendar of meetings established in advance/yearly.

SECTION 3- A quorum of the Alliance shall consist of fifty percent plus one of its current members.

SECTION 4- Special meetings of the Alliance may be convened by the Chairperson.

SECTION 5- All official actions of the Alliance shall be in the form of motions, duly seconded, and carried by majority vote of the Alliance members provided that a quorum is present.

ARTICLE VIII: FUNDING

The Alliance shall develop a comprehensive plan to provide matching funds equivalent to the amount of the grant. The matching funds shall be a minimum of 25% cash and 75% in kind. A fund raising committee, which meets at least quarterly to plan activities, shall be appointed.

ARTICLE IX: AMENDMENTS

SECTION 1- The enactment of proposed amendments to these by-laws requires a fifty percent plus one of a quorum of Alliance members present and voting. In addition, proposed amendments shall be presented for Alliance review one (1) month prior to the actual vote which is taken.

ARTICLE VII – CONFLICT OF INTEREST

Conflict of Interest. There shall be no voting by members of either Elk/Franklin Twp. on programmatic and /or budgetary issues who are affiliated with agencies which may apply for monies to deliver services or could benefit by services under question. Any member having a personal knowledge regarding an item that they should not vote due to a conflict of interest is to excuse him/herself from voting on such issues.

In order to avoid any questions of conflict-of-interest, all members having a relationship as an employee, consultant, volunteer, etc. or having a member of their immediate household with such a relationship with any agency funded by recommendation of the Board, shall file a statement agreeing to absent themselves and shall absent themselves from any discussion pertaining to funding of that agency and shall refrain from voting on all matters pertaining to the agency.

Adopted at the Township Committee Meeting held on March 12, 2019.

ATTEST:

TOWNSHIP OF FRANKLIN

Barbara Freijomil, Municipal Clerk

David Deegan, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Franklin Township Committee held on March 12, 2019.

Barbara Freijomil, Municipal Clerk