

## Articles of Association of the Domestic Violence Coalition

**WHEREAS**, a number of agencies within Weber county have affiliated in the past to address Domestic Violence issues and problems; and

**WHEREAS**, such agencies desire now to continue that affiliation and create a more structured association; and

**WHEREAS**, each organization affiliated with the Coalition has participated in the past in developing strategies, procedures and assistance to serve the needs of Domestic Violence victims; and

**WHEREAS**, the participants desire to continue to work together to promote and foster prevention, treatment, and assistance to victims of Domestic Violence;

**NOW THEREFORE**, the parties agree as follows:

### ARTICLE ONE

#### CREATION OF COALITION AND MISSION STATEMENT

**1.01** There is hereby created the Domestic Violence Coalition, hereinafter referred to as "Coalition," for the purpose of preventing and mitigating the damage of domestic violence.

**1.02**

### ARTICLE TWO

#### GOVERNING BOARD

##### **2.1 APPOINTMENT OF MEMBERS.**

The coalition shall consist of members, comprising the Governing Board, to be appointed by the following organizations: Your Community Connection ("YCC"), the Weber County Victim Assistance Program, the Weber County Attorney's Office, the Morgan County Attorney's Office, the Division of Child and Family Services ("DCFS"), the Department of Workforce Services ("DWS"), the Ogden City Police Department ("OPD"), Roy City Police Department ("RPD"), Weber County Sheriff's Office ("WCSO"), Weber Human Services ("WHS"), Weber/Morgan Children's Justice Center ("CJC"), CASA, Prevent Child Abuse Utah ("PCAU"), Guardian Ad Litem, Midtown Clinic, New Horizons, McKay Dee Hospital, Ogden Regional Medical Center, Utah Legal Services, Adult Protective Services, Utah Attorney General's Office. Each participating organization is encouraged to have more than one representative participate with the Domestic Violence Coalition. However, each participating organization shall have one vote in any actions taken by the Board.

##### **2.2 ACTIONS OF THE COALITION.**

A quorum must be present to take any formal Coalition action. For the purpose, a quorum consists of that number of members that represent 51% or more of the total number of members. A simple majority vote of a quorum is required for any action.

##### **2.3 TERMS OF MEMBERS.**

Each member shall serve until replaced by their appointing organization.

##### **2.4 COMPENSATION.**

Because the duties of the Coalition are of a civic nature seeking to promote the welfare of the residents of Weber and Morgan County, all members of the Coalition shall serve without compensation.



## **ARTICLE THREE MEETINGS**

### **3.1 REGULAR MEETINGS.**

The Coalition shall generally meet each month for the purpose of addressing their business. The Chair shall notify Coalition members of specific meeting dates.

## **ARTICLE FOUR POSITIONS AND DUTIES OF THE COALITION**

### **4.1 The Offices of the Coalition shall be as follows:**

#### **4.1.1 Selection of Officers.**

The officers of the Coalition shall consist of a Chair, Co-Chair, Secretary, and Treasurer. Said officers shall be elected by the Coalition from among its members.

##### **4.1.1(a) Chair.**

The chair shall develop the agenda for the monthly meetings and conduct such meetings. The chair and treasurer shall approve expenditures and sign checks. Under circumstances where Weber county holds certain Coalition funds, the Weber County Attorney shall request the disbursement of such funds as necessary. All checks shall have two (2) signatures. The chair shall serve as official spokesperson for the coalition to the press and other community settings. The chair shall attend the UDVC Meetings.

##### **4.1.1(b) Co-Chair or Chair Elect:**

The co-chair shall act as the chair when the chair is not present for any meeting. The co-chair shall plan for the physical needs and the location of the monthly meeting, including any drinks, food, or necessities to serve such. The co-chair shall attend UDVC meetings in the chair's absence and be involved with the RFP process with the chair as requested.

##### **4.1.1(c) Secretary.**

The secretary shall take minutes at the monthly meetings and distribute a copy of such minutes to the members. The secretary shall maintain a historical notebook for the coalition.

##### **4.1.1(d) Treasurer.**

The treasurer shall maintain a bank account for the coalition funds and shall sign all checks. The treasurer shall maintain a complete accounting of all coalition funds, and provide a monthly budget report at the regular meeting. The treasurer must also reimburse members approved expenditures (must have receipts).

### **4.2 Committees.** The coalition may establish subcommittees to carry on the work of the coalition.

**4.2.1 Membership Committee.** The membership committee shall establish a membership application and be responsible for reviewing any membership applications as well as presenting those applications for membership for approval. The membership committee shall track attendance of members and maintain an ongoing and up-dated member list



with names, addresses, phone numbers and e-mails. The membership committee shall be responsible to contact community entities for the purpose of expanding membership.

**4.2.2 Training Committee.** The training committee shall provide quarterly trainings for the coalition meetings and prepare and oversee the annual Law Enforcement Training.

**4.2.3 Legislative Committee.** The legislative committee shall bring information concerning legislative issues to the coalition in a timely manner. One member of the legislative committee should attend the UDVC legislative meetings. The legislative committee shall be in regular communication for legislative update info.

## **ARTICLE FIVE RESPONSIBILITIES OF PARTICIPATING MEMBERS**

**5.1 Each participating agency agrees to the following roles and responsibilities to ensure project success.**

**5.1.1 Meetings.** The member will attend a minimum of 9 monthly coalition meetings each year.

**5.1.2 Footsteps to Light.** The member will actively support the annual Footsteps to Light Domestic Violence Awareness Event.

**5.1.3 Presentations.** Each member will provide a minimum of one opportunity for project staff to make a presentation within your agency/organization on materials pertaining to the domestic violence, dating violence, stalking, sexual assault or child abuse in connection with the proposed goal of creating awareness of these issues in Weber County.

*Signatures of participating members: By signing below each member acknowledges that they are authorized to participate in the Domestic Violence Coalition.*

