

BERKELEY DESIGN ADVOCATES
BYLAWS
Adopted November 5, 2008

Introduction: We believe advocacy of sound environmental design and planning is needed in the Berkeley community. Social, economic and political issues are fundamental considerations in this process. These considerations are broadly advocated within the community by many interest groups. Appropriate response to environmental issues also requires the advocacy of those trained in design and planning to give the community and its leaders a full perspective on the implications of proposals involving those issues. We believe a fully informed Berkeley community will choose positive growth and creative change.

Objectives: The objectives of BDA are:

1. To support positive change and preservation of Berkeley's environment by advocating sound physical design and planning choices before the community and its leaders.
2. To provide a resource for the community and its leaders to obtain the view of design and planning professionals regarding significant development proposals, processes, and policies which affect the built environment.
3. To provide a vehicle for the communication of the concerns of the design and planning professions to political leaders, interested citizens and other professionals regarding physical development proposals, processes and policies.
4. To enhance the ability of design and planning professionals and all who are interested in the physical development of Berkeley to influence the direction of change and growth in the city.

Organization:

Name and address:

Berkeley Design Advocates
Post Office Box 7233
Berkeley, CA 94707

Membership: Urban designers, city planners, architects, landscape architects, designers and others working in the design and planning professions, students enrolled in professional design and planning curricula, representatives of associations of design and planning professionals, and citizens active in the improvement of the design of the city.

Administration: The Board of Directors shall consist of eight members, six of whom shall be design and/or planning professionals. Issue oriented committees shall be set up

under the direction of the Board. All members shall be encouraged to join a committee of their choice. The committees shall select their own chairs.

Meetings: General membership meetings and Board of Directors meetings shall be held monthly. Other committee meetings as agreed upon.

Newsletter: The Board of Directors shall publish a regular monthly newsletter containing the agenda for the next regular membership meeting, the minutes of the previous meeting, items mandated elsewhere in these bylaws, and any letters, articles or announcements submitted for publication. The Board of Directors shall appoint an Editor from among the membership. The Editor shall receive all submitted material and make any modifications as may be required to ensure its appropriateness for publication.

Dues: Set each December for the following year by the Board of Directors.

Board of Directors:

Meeting: The Board of Directors shall meet not more than three weeks, and not less than one week prior to each membership (breakfast) meeting, as Board members may agree amongst themselves.

Quorum: Four members of the Board of Directors.

Administrative Policy: By majority vote of the Board of Directors.

Replacement of Members: If any member of the Board of Directors can no longer serve, the Board may replace him or her by appointment.

BDA Policy Positions: Positions will only be taken under the following conditions:

A. Matters before the City's Design Review Committee:

1. Project sponsors may present their initial designs to a monthly membership meeting prior to or concurrent with review by the City's Design Review Committee (DRC). The BDA membership will comment on those aspects of the project relating to design and under the jurisdiction of DRC as follows:

(a) The membership will consider the design of the proposed project in a collaborative manner with the project sponsor. After this exchange of ideas, the President will excuse the project sponsor, and the membership will develop a consensus of comments. Following the development of consensus, the President will appoint a three-member ad-hoc committee to write a letter to the project sponsor and DRC relating BDA positions relating to the design of the project with areas of concern and ideas for improvement. This letter will be signed by the ad-hoc committee on behalf of BDA and will be published in the next newsletter.

B: All Other Positions:

1. Discussion at a monthly membership meeting, followed by publication of a resolution and background material in the newsletter, and placement on the agenda for the next monthly membership meeting. Such resolutions require a simple majority vote of the members attending a regular membership meeting.
2. If a proposed position is brought before the Board of Directors with the text of a resolution and background material, the Board of Directors may order its placement on the agenda for the next membership meeting, and the publication of the resolution and background material in the newsletter. If 75% of the members at the membership meeting vote to consider the resolution, it can then be voted on. Such a resolution requires a 60% majority to pass.

Elections: The Board of Directors shall publish in the December newsletter a list of all members in good standing as nominees for the Board for the coming year. Any member not wishing to stand in nomination will be asked to so notify the Editor of the newsletter.

In the January newsletter, the Editor shall publish a ballot listing as candidates all members who have not declined inclusion. Each member may vote for up to eight candidates. Ballots may be mailed to BDA or hand delivered to a BDA officer or the newsletter Editor, but ballots must be received by the regular January meeting of the Board of Directors to be valid.

At the regular January meeting of the Board of Directors, the ballots shall be tallied. The six design and planning professional members receiving the highest number of votes shall be declared elected to the Board of Directors. The two non-design and planning members receiving the highest number of votes shall be declared elected to the Board of Directors.

The Board of Directors shall elect the officers. The officers shall be President, Secretary and Treasurer. The only qualifying restriction for the officers shall be that the President must be a design or planning professional. The President shall conduct both the monthly membership and Board of Directors meetings. The Secretary shall be responsible for recording the minutes of the regular membership meetings, and for correspondence. The Treasurer shall be responsible for maintaining the bank account, and for the financial records, and shall prepare an annual budget to be reviewed and adopted by the Board of Directors at their November meeting.