**ECI Regional Planning District**

**Board of Directors**

**Appointee Qualifications, Duties**

**ECI Regional Planning District Mission**

The mission of the ECI Regional Planning District (ECIRPD), as set out in Indiana Statute IC 36-7-7, is to serve the local governments of Blackford, Delaware, Grant and Jay counties by fostering a regional vision, providing collaborative leadership and professional services to develop effective solutions, and maximize economic development opportunities and benefit all citizens of the District. The District will:

* provide a process for intergovernmental forums;
* build relationships with state and federal governmental agencies;
* seek funding for projects;
* strategically plan for the future of the region;
* manage the Comprehensive Economic Development Strategy (CEDS) Report / Plan as per EDA guidelines;
* identify cooperative, collaborative and effective solutions to regional challenges and encourage their implementation;
* help realize the shared vision of the four EECI RPD counties and their entities;
* provide technical services and consultation to local governments;
* manage the administrative duties of the District;
* research, develop and communicate local and regional initiatives;
* collect and provide important data regarding the District.

**Appointment of Board Members**

As described in statute IC 36-7-7, specific government officials are authorized to appoint Members to the Board of Directors for the ECIRPD to represent a designated governmental entity.

**Length of Terms**

Appointments are for one year – from January 1 through December 31. Members shall be certified annually for continuing as an appointee. If a vacancy occurs by resignation or otherwise, the respective appointing authority shall appoint a member for the unexpired term.

**Qualification**

1. At least **two-thirds** of the District Board members from a county in the District **must be elected officials**.
2. Appointees must be knowledgeable regarding economic development and related needs and interests of the area they represent.
3. Appointees must be residents of the municipality, county or region they represent.
4. Members of the District Board shall serve without salary, but may be reimbursed by the entity they represent for expenses incurred in the performance of their duties.
5. The respective appointing authorities shall certify their appointments, and the certification shall be retained as a part of the records in the District.

**Officers**

1. At its first regular meeting in each year, the District Board shall elect from its members a Chair, Vice Chair, Secretary and Treasurer, not more than two (2) of whom may be from the same county.
2. The Executive Board of the District shall consist of the officers, plus one (1) member from each of the counties in the District, plus one (1) additional member from each county having a population of more than fifty thousand (50,000).
3. The District Board shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings and determinations, which is public record.

**Meetings**

1. The District Board shall meet at least quarterly and at such other times as established by the Executive Director.
2. Meetings may rotate from county to county.
3. As a majority of Members constitutes a quorum, it is the member’s responsibility to either attend the Board meetings or delegate a proxy to represent the interests of the member and the appointing entity. The proxy may be appointed to another Board Member.
4. An action by the District Board is official, however, only if it is authorized by a majority of the District Board at a regular or properly called special meeting with at least one (1) member from each county in the region present.

**Powers and Duties**

1. The District Board shall oversee the operation of the ECIRPD Board according to District By-Laws.
2. The District Board will identify and help advance the infrastructure, economic development and quality of life needs of their respective communities and review the recommendations of the Comprehensive Economic Development Strategy (CEDS Report) Committee.
3. The District shall institute and maintain a comprehensive policy planning program and coordinative management process for the region. It shall coordinate its activities with all units in the region and shall coordinate the planning programs of all units and the state. The District Board shall act in an advisory capacity only.
4. The District may provide technical assistance to any unity in the region at their request. This technical assistance includes the provision of skills and knowledge for planning, developing, administering, improving and securing:
   1. Public and private grants
   2. Cooperative arrangements between governments
   3. The performance of governmental powers and duties
5. Conduct other duties and maintain additional powers as specified by statute and District By-Laws