

BY-LAWS AND RULES OF PROCEDURE
OF THE
OAKLAND COUNTY BUILDING AUTHORITY

Section 1. The fiscal year of the Oakland County Building Authority (hereinafter referred to as the “Authority”) shall be the same as the County of Oakland.

Section 2. An organizational meeting shall be held in January each year and the Commission of the Authority shall meet for such purpose on the second Wednesday in January 9:00 a.m. at the usual place of holding the meetings of the Commission.

Section 3. Regular meetings of the Commission shall be held on the second Wednesday of each month.

Section 4. Special meetings of the Commission shall be held when called by the Chairman or by any two members. Written notice thereof shall be served personally upon the Commissioners other than those calling the meeting, or left at their places of residence, at least 24 hours before the meeting, and the time, place and purpose of the meeting shall be stated in the notice: Provided, however, that notice may be waived in writing either before or after a meeting and consent to action taken, given in writing by an absentee after a meeting, shall have the same effect as if the consenting Commissioner had been present and had voted in favor of such action. Any meeting at which all Commissioners are present shall be a valid meeting, and all action taken thereat shall be valid, irrespective of lack of notice thereof.

Section 5. All meetings of the Commission, unless otherwise provided, shall be held at 9:00 o’clock A.M., Eastern Standard Time, in the Public Works Building Lower Level Conference Room.

Section 6. A majority of all members of the Commission shall be required for a quorum.

Section 7. At the annual meeting every year new officers shall be elected for terms of one year each. The new officers shall take office upon their election and shall serve until their successors are elected and qualified.

Section 8. The officers of the Commission shall have the powers and duties set forth in the Articles of Incorporation.

Section 9. The rules of the latest edition of Robert’s Rules of Order shall govern the procedure of the Commission except where contrary to the Articles of Incorporation or these By-Laws.

Section 10. The Authority shall have a corporate seal upon which the words “Oakland County Building Authority, Oakland County, Michigan”, shall be embossed. Such seal, in the form impressed hereon, is hereby adopted.

Section 11. These By-Laws shall take effect upon their adoption. They may be amended by the affirmative vote of the majority of the Commission.