

Detroit Food Policy Council

Bylaws

I. Name

The name of the organization shall be Detroit Food Policy Council (DFPC).

II. Council

1. The DFPC shall serve without pay and consist of twenty one (21) members. The Detroit City Council will appoint one DFPC member. The Mayor of the City of Detroit will appoint one DFPC member and the Director of the City of Detroit Department of Health and Wellness Promotion or her/his designee will be a DFPC member. Twelve DFPC members will be drawn as feasible from the following sectors in Detroit: Sustainable Agriculture, Retail Food Stores, Wholesale Food Distributors, Food Processors, Farmers Markets, Environmental Justice, Nutrition and Wellbeing (non-governmental), Food Industry Workers, Colleges and Universities, K-12 Schools, Emergency Food Providers and Urban Planning (non-governmental). There will be six (6) at-large seats to be held by Detroit residents as the general public.
2. Nine of the 18 designated sector and at-large positions will be appointed to an initial term of two years and the other nine will be appointed to an initial term of three years. This will be determined at the first full meeting by lottery. After the initial terms expire non-governmental appointees will serve three year terms. The DFPC members appointed to the three seats reserved for the Mayor, City Council and Director of Health and Wellness will serve at the pleasure of their respective appointer but in no case longer than a term of two years. No DFPC member shall serve more than six consecutive years.
3. Members of the DFPC will represent the ethnic/cultural, economic, generational, and gender diversity of the city's residents. They will also be selected to represent diverse food system sectors and activities, and as these relate to the community's health, economic vitality, environmental quality, neighborhood livability, youth development, and other important community goals. All members of the DFPC must be a) residents of Detroit, OR b) part of Detroit-based businesses or institutions.
4. Members of the DFPC are urged to foster Council leadership by women, grassroots community residents who are unaffiliated with institutions, and by persons of color. Because the global industrial food system reflects and perpetuates the social inequalities present in the broader society, it is important that Council members and leaders conduct the Council's business in ways that embodies a commitment to anti-racist, anti-sexist, and anti-elitist processes and outcomes.

5. Elections for regular terms shall be held in November. Vacancies will be filled, as they arise. The DFPC will create a Nominating Committee whose membership will consist of the Detroit Food Policy Council Coordinator and at least three members of the Council. The Nominating Committee will be guided by criteria identified in the "Recommendations on the Establishment, Structure and Functioning of the Detroit Food Policy Council" document (December 4, 2008). The Committee will present for consideration the names of candidates to the DFPC. The Council shall vote to fill vacancies.

6. In order to most effectively carry out the business of the Council, it is important that members fully participate. Council members with 3 (three) absences in a six month period shall be considered no longer on the Council. Proxies, defined as a person authorized to act on behalf of a Council member and who participates in his/her absence at the meetings, are not allowed.

III. Officers

1. The members of the DFPC will elect a Chair, a Vice Chair, Treasurer and Secretary each year. These individuals will be the officers of the Council. Elections will be held in May. New officers begin their term immediately following the meeting at which they were elected.

2. Elected officers will serve a term of one year and may not serve more than two years in any one position.

3. The Chair shall preside at all DFPC meetings, appoint committee members, and perform other duties as associated with the office. (b) The Vice-Chair shall assume the duties of the Chair in case of the Chair's absence. (c) The Secretary shall be responsible for the minutes of the DFPC, keep all approved minutes in a minute book, and send out copies of minutes to all Council members. (d) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed.

IV. Committees

1. The DFPC will establish standing and temporary committees as are necessary to accomplish its mission. Community members will be encouraged to participate in the committees.

V. Meetings

1. The Detroit Food Policy Council will meet monthly. Special meetings may be held at any time when called for by the Chair or a majority of DFPC members with a minimum forty eight hours notice.
2. The DFPC will adhere to the Michigan Open Meetings and Freedom of Information Acts. Time will be allocated on each meeting agenda for public comment. Minutes of all DFPC meetings will be available on the DFPC's website within 14 days of each meeting.
3. Agendas for DFPC meetings shall be provided to members and posted on the DFPC website at least one week in advance.

VI. Voting

1. A simple majority (one over half) of board members constitutes a quorum. In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
2. Consensus is the preferred mode of decision-making. When the Council finds itself at an impasse, a simple majority will prevail.

VII. Conflict of Interest

Any member of the DFPC who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the DFPC, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Council to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.

VIII. Fiscal Policies

The fiscal year of the DFPC shall be July 1 to June 30.

IX. Amendments

These bylaws may be amended by a two-thirds vote of Council members present at any meeting, provided a quorum is present and provided a copy of the proposed amendment(s) is made available to each DFPC member at least one week prior to said meeting.

Amended: March 8, 2011