

Project Community Connect (PCC)

Planning Committee Bylaws

1. Purpose

The PCC Planning Committee coordinates programs and events, including the annual one-day event, to support individuals and families in Marion and Ralls counties. The committee ensures collaboration among service providers and oversees the effective use of resources to meet community needs.

2. Membership

- Committee members are representatives from community organizations actively serving Marion and Ralls counties.
- Current organizations include NECAC, Salvation Army, Mark Twain Behavioral Health, Preferred Family Healthcare, Clarity Healthcare, Marion County Health Department, Douglas Community Services, and Families and Communities Together, Inc.
- Members serve voluntarily with no fixed term and may resign at any time. New members may be added by majority agreement.

3. Officers

- **Chairperson(s):** Leads meetings, coordinates planning, and represents the committee.
- **Secretary:** Records and shares meeting minutes.
- **Members:** Represent committee.

4. Meetings

- The committee meets at least quarterly, or as needed.
- A majority of active members constitutes a quorum.
- Decisions are made by a majority vote of members present.

5. Responsibilities

The Planning Committee:

- Plans and oversees the annual PCC event and other programs.
- Coordinates with participating organizations.
- Reviews resource allocation to meet gaps in services.
- Tracks program outcomes and community impact.
- Creates subcommittees as needed (e.g., Event Planning, Fundraising, Outreach, Data).

6. Conflict of Interest

Members must disclose conflicts of interest related to PCC programs or funding and recuse themselves from related decisions.

7. Amendments

Bylaws may be amended with prior notice and a two-thirds majority vote of members present.