

Wisconsin Food Security Consortium BYLAWS

ARTICLE I: NAME

The name of this group shall be the Wisconsin Food Security Consortium.

ARTICLE II: MISSION

The mission of the Wisconsin Food Security Consortium, representing diverse sectors in the fight against hunger, is dedicated to the elimination of food insecurity in Wisconsin. The Consortium will serve as a forum to develop and promote effective solutions through networking, education, collaboration, new partnerships and public policy that measurably reduce hunger.”

ARTICLE III: ROLE

Food security is “when all people at all times have physical and economic access to sufficient food to meet their dietary needs for a productive and healthy life.”

The Wisconsin Food Security Consortium is a partnership group comprised of a variety of public and private organizations, programs, and coalitions with a common goal of improving the health of Wisconsin residents through improved access to healthy foods. Current members include representatives from the state’s nutrition assistance programs, UW Madison, UW Extension, Division of Public Health, major food banks, Wisconsin Community Action Agency Association, faith-based organizations, local hunger coalitions, and others. The Wisconsin Food Security Consortium provides statewide leadership for interventions, activities and policies in the area of food insecurity and hunger. The Partnership provides the “capacity” and key partnerships necessary for impacting food insecurity and hunger in Wisconsin.

ARTICLE IV: MEMBERSHIP

Section I: The Wisconsin Food Security Consortium membership is approved by the Consortium Chair and Vice-Chairs, in consultation with the Steering Committee as needed. They may issue invitations to potential new members as needed to improve balance or establish a committee with the charge of improving balance. The goal is to include adequate representation of key stakeholders’ concerns and viewpoints to help achieve the group’s overall mission and goals. There will be two levels of Consortium membership.

- a. Active Member is one who attends at least two meetings per calendar year and who has voting rights. An Active Member may designate someone to attend a meeting in his/her place.
- b. Affiliate Member is one who attended fewer than two meetings during the previous calendar year, but receives the meeting minutes and may participate on committees. Affiliate Members do not have voting rights.
- c. Meeting attendance will be reviewed each January for the previous calendar year. Active Members who do not attend at least two meetings will be moved to an Affiliate Member status with the option of submitting a reinstatement request to the Steering Committee.

ARTICLE V: GOVERNANCE

Section I: Chair

- a. The Chair or designee shall preside at all Consortium meetings.
- b. The Chair shall act as a spokesperson for the Wisconsin Food Security Consortium and advance the mission and positions of the Consortium as opportunities arise. When the Chair is not available, an alternate spokesperson will be named in consultation with the Vice-Chairs and, whenever time permits, the Steering Committee.
- c. Candidates for Chair shall be placed in nomination to the full Consortium membership. The nominee(s) shall be chosen from within Consortium's Active Membership. The Active Members of Consortium shall then vote on the candidate(s) pursuant to voting requirements in Article VII.
- d. The term of office for the Chair shall be for two years from the date of appointment.

Section II. Vice-Chairs

- a. The Vice-Chairs will preside at the Food Security Consortium meetings when the Chair is unable to do so.
- b. The Vice-Chairs will be the Nutrition Director, Wisconsin Division of Public Health and the Food Security Specialist, UW Extension.
- c. The Vice-Chairs will provide day-to-day support of the Consortium and coordinate meeting logistics.

Section III. Steering Committee

- a. The Steering Committee will consist of the Chair or their designee, the Vice-Chairs and representatives from the Consortium general membership.
- b. The Steering Committee will meet monthly to guide the work of the Consortium, establish the agenda for the Consortium meetings; discuss and make recommendations for any cross-cutting issues, progress on implementing the state plan and the other roles of the Consortium.

Section IV: Committees: The Wisconsin Food Security Consortium Steering Committee may establish standing committees comprised of Consortium members. Additional “ad hoc” committees may be created as deemed necessary by the Steering Committee.

ARTICLE VI: MEETINGS

Section I. Regular meetings:

- a. Regular meetings of the Consortium will be conducted four-six times a year.
- b. Special meetings may be called by the Chair, the Vice-Chairs or upon request of the majority of the members.
- c. Meetings of the Consortium or of the committees may be in person or by attendance through technology.

Section II. Agenda:

- a. The agenda of the Consortium meetings will be provided to all members prior to the meetings.
- b. The agenda will be developed by the Steering Committee with input from the membership.
- c. The agenda will contain business items to be discussed at the meeting.

Section III: Minutes

- a. The minutes of the regular Consortium meeting will be recorded and distributed to all members by a Steering Committee member.
- b. Minutes will be approved at the subsequent meeting.

- c. Minutes may be amended by members as necessary, but must be submitted in writing prior to the following meeting.

Section IV: Reimbursement

- a. The Consortium membership may be eligible for reimbursement for mileage, meals and/or lodging incurred in travel to and from the meeting, pending availability of funds. Members will be reimbursed according to state guidelines.
- b. At the discretion of a Vice-Chair, reimbursement may be available for mileage, meals and/or lodging for Consortium committees.

ARTICLE VII: VOTING

The Wisconsin Food Security Consortium uses general consensus as a model for voting. If a voting situation were to arise, a motion shall be accepted or amended by a simple majority vote.

Section I. Voting Members

- a. Voting members shall consist of those members currently listed as members of the Consortium.
- b. Each Active Member has one vote.
- c. Voting will take place at the Wisconsin Food Security Consortium meetings, if at least 20% of Active Membership is present. Electronic voting may take place when deemed necessary by the Steering Committee.
- d. Active members are eligible to vote after attending at least one meeting prior to the meeting where a vote takes place.
- e. The membership list shall be maintained by a Vice-Chair.

ARTICLE VIII: AMENDMENTS

These bylaws may be amended, repealed or replaced by an affirmative vote. The Wisconsin Food Security Consortium members may suggest changes to the bylaws by submitting a written request to the Steering Committee one week or five working days before the Consortium meeting. The membership will review and vote on the amendments.

ARTICLE IX: RATIFICATION

These bylaws go into effect upon the majority vote of those active members.

ARTICLE X: REVIEW OF BYLAWS

These bylaws shall be reviewed at least once every three years by the Wisconsin Food Security Consortium, and updated via the above mentioned means.

ARTICLE XI: DISSOLUTION

The Wisconsin Food Security Consortium, by a two-thirds affirmative vote of all Active Members, may recommend that the Consortium be dissolved and that the question of such dissolution be submitted to the Chair for a vote of the Consortium membership at a subsequent meeting. Notice of the meeting shall highlight the question of dissolution. A two-thirds affirmative vote of the Consortium Active Members present or by proxy and entitled to vote shall be required to approve the resolution of the dissolution.