

1 **Washington Metropolitan Area Transit Authority**
2 **Riders' Advisory Council**

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4 **BYLAWS**

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6 **ARTICLE I**

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8 **NAME**

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10 The name of the advisory group shall be the Washington Metropolitan Area Transit
11 Authority (WMATA) Riders Advisory Council, and may be referred to as "~~the Riders'~~
12 CouncilRAC
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16 **ARTICLE II**

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18 **MISSION**

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20 A. **MISSION STATEMENT**

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22 ~~The mission of the Riders' Council is to actively seek input from a broad range~~
23 ~~of riders on operational and budgetary issues that affect Metrorail, Metrobus,~~
24 ~~and MetroAccess riders and organizations with an expressed interest in public~~
25 ~~transit; advise the WMATA Board on ways to resolve such issues in order to~~
26 ~~improve the Metrorail/bus system and MetroAccess; promote WMATA~~
27 ~~responsiveness to riders; and recommend possible solutions to the Board of~~
28 ~~Directors and staff, based on public input, so that WMATA can effectively~~
29 ~~address the diverse concerns of the riding public.~~

30 This mission is consistent with WMATA's goal to encourage public input in
31 order to provide the best service to all of its customers.

32 B. **GOALS OF THE RIDERS' COUNCIL ROLES AND RESPONSIBILITIES:**

33 ~~The goals of the Riders' Council are to:~~

Comment [KNL1]: A mission statement should describe why the RAC exists and/or our purpose in a simple, clear, and concise manner. Here are two proposed options:

1.To provide advice and recommendations to the WMATA Board of Directors on issues affecting Metrobus, Metrorail, and MetroAccess riders; to connect with communities and collaborate with the public ridership.

2.To work in partnership with communities, collaborate with the public ridership, and provide advice and recommendations to the WMATA Board of Directors on issues affecting Metrobus, Metrorail, and MetroAccess service.

Thoughts?

Comment [KNL2]: I propose that we combine the goals and responsibilities sections and rename this section, "ROLES AND RESPONSIBILITIES." From my perspective, our goals are constantly changing and are typically addressed through our annual work plans; however, our "roles and responsibilities" are constant and do not change.

34 The RAC shall serve in an advisory capacity to the WMATA Board and may
35 work with WMATA staff to:

- 36
- 37 1. Provide advice and recommendations ~~Advise to~~ the WMATA Board of
38 Directors on operating and budgetary issues that have a direct impact
39 on Metrorail, Metrobus, and MetroAccess riders;
- 40 2. Encourage-Foster rider awareness of the RAC and Riders' Council
41 and of the opportunities that the Council provides available for riders to
42 make their voices heard;
- 43 3. Seek input from a broad range of Metro-WMATA ridership;
- 44 4. Promote meaningful public participation in WMATA decision-making
45 processes;
- 46 5. Encourage open decision-making process by WMATA that clearly
47 reflects riders' needs and concerns;
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- 49 ~~6. Support improvements in service;~~
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- 51 ~~7. Aim for a high level of rider satisfaction with WMATA ; and~~
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- 53 ~~8. Strive for a high level of public confidence in WMATA.~~

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56 C. RESPONSIBILITIES

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58 The Riders' Council shall serve in an advisory capacity to the WMATA Board
59 and may work with staff to:

- 60 1. Educate themselves about the Metrorail/bus system, the budget
61 process, and the administrative process as they relate to providing
62 transportation by bus, rail, and paratransit;

Comment [KNL3]: I am not sure that I agree that this is a role, goal, or objective of the RAC. While these goals are inherent and something to strive for, I believe that these are goals that fall within WMATA's purview exclusively.

Comment [KNL4]: I am not sure that I agree with this entirely. While I certainly need to come to the table with some level of knowledge of WMATA, as a council member, WMATA has an obligation as well to provide an appropriate level of orientation and training that I am unable to attain on my own.

63 | ~~2-1.~~ Review, analyze, and prepare recommendations on issues that relate
64 | to the provision of Metrorail, Metrobus and MetroAccess service;

65 | ~~3-2.~~ Hold public forums with special focus on an issue, geographical
66 | location, or targeted group as necessary to respond to riders' concerns
67 | and apprise WMATA of the date and time of such public forums;

68 | ~~4-3.~~ Attend, listen, and speak at community meetings to better learn and
69 | represent riders' perspectives;

70 | ~~5-4.~~ Develop recommendations which take into consideration the needs of
71 | people throughout the Transit Zone and which consider the financial
72 | impacts of different solutions on both customers and WMATA;

Comment [KNL5]: We should use a footnote to define Transit Zone so we communicate to those that are unfamiliar with this term.

73 | ~~6-5.~~ Execute and adhere to the Riders' Council~~RAC~~ Standards of Conduct
74 | Policy;

Comment [KNL6]: Do we have a formal Standards of Conduct policy? If so, I recommend that we outline it in a footnote.

75 | ~~7-6.~~ Establish annual goals for the Riders' Council~~RAC~~;

76 | ~~8.~~ Interact ~~Collaborate with advisory groups established by WMATA,~~
77 | including the with the Metro~~WMATA~~ Accessibility Advisory Committee
78 | (A.A.C.), which advises the General Manager~~WMATA Board~~ on
79 | Metro's programs and transportation facilities insofar as they affect
80 | customers with disabilities and those who are elderly issues that
81 | impact senior citizens and people with disabilities; ~~and~~

82 | ~~9-7.~~ Interact with other advisory groups established by WMATA.

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84 | D. COMMUNICATION WITH BOARD AND STAFF

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86 | The Riders' Council~~RAC~~ may communicate with the WMATA Board of
87 | Directors and appropriate staff on a regular schedule as established by the
88 | WMATA Board, and may send additional reports or recommendations, as
89 | needed by the Board~~appropriate~~. A brief report may be made at the beginning
90 | of~~during~~ each regular WMATA Board meeting that is open to the public, on

91 items that are within the ~~mission and goals of~~purview of the ~~Riders'~~
92 ~~Council~~RAC. Reports may be made at Board Committee meetings on an ad
93 hoc basis at the discretion of each Committee Chair. The ~~Riders' Council~~RAC
94 may also provide advice in other areas not within ~~the stated goals or~~
95 ~~mission~~their purview of the ~~Council~~ after prior consultation with the WMATA
96 Board.

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99 **ARTICLE III**

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101 **MEMBERSHIP**

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103 **A. COMPOSITION**

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105 The ~~Riders' Council~~RAC shall be ~~composed~~comprised of up to twenty-one
106 (21) members, twenty (20) of which are appointed by the ~~WMATA~~ Board (the
107 Chairman of the ~~Accessibility Advisory Committee~~AAC constituting the
108 additional member). Eighteen (18) of these members shall consist of six (6)
109 members from each of the signatory jurisdictions in the Transit Zone. ~~It is~~
110 ~~important that~~the membership shall reflect a broad representation of people
111 from different geographic locations in the Transit Zone and not any particular
112 advocacy group. Therefore, membership on the ~~Riders' Council~~RAC shall will
113 reflect a broad array of ages, genders, races, disabilities, commute patterns,
114 non-commute use and hours and days of the week using the system so as to
115 capture riders' concerns. Members~~hip will~~should represent a cross-section of
116 bus, rail, paratransit and multimodal trip patterns. An additional two (2)
117 members shall be appointed by the WMATA Board without regard to
118 jurisdiction to represent interests not captured by other members; ~~Metro~~
119 ~~WMATA~~ employees or elected officials are not eligible for membership ~~on the~~
120 ~~Riders' Council~~.

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123 **B. TERM OF OFFICE**

Comment [KNL7]: Ben Ball asked "for clarity and to take the appointment of RAC members out of the exclusive purview of WMATA staff." We do this for the hiring of the RAC Staff Coordinator. The RAC should have input on the new appointments.

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1. Members

a. The term for each member of the ~~Riders' Council~~RAC shall be for three (3) years or until replaced by the appointment of a new member of the ~~Riders' Council~~RAC. In order to stagger membership, one-third of the ~~first-initial Riders' Council~~RAC members shall serve for a one-year term, one-third of the ~~first-initial Council~~members shall serve for a two-year term, and one-third of the ~~first-initial Council~~members shall serve for a three-year term, all of which ~~shall be~~initially selected by lots. Such staggering of terms shall continue with successive appointments. If a member leaves before his or her term is over, the new member is initially appointed to finish the remainder of that term.

~~b. Terms shall follow the calendar year and normally commence in January after action by the WMATA Board. Terms shall expire on the later of December 31 or when the Board makes new appointments to the Riders' Council.~~

Terms shall follow the fiscal year (July 1 to June 30) of WMATA and normally commence on July 1 after action by the WMATA Board. Terms shall expire on the later of: June 30 or when the Board makes new appointments to the RAC.

c. Optimally, one-third of the membership terms would begin or expire each year. The seat held by the Chair of the ~~Metro Accessibility Advisory Committee~~WMATA AAC shall, for the purposes of this subsection, be deemed to have expired at the close of every third year.

2. Members may be considered for reappointment at the end of their term through the established selection process. The selection process shall consider the value of retaining ~~some~~ historical ~~memory~~knowledge as well as the value of new ideas. However, no person shall serve on the Riders' CouncilRAC for more than 4 complete terms, with the exception of the

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Comment [KNL8]: This section conflicts with 2 below. In this section, we state, "deemed to have expired at the close of every third year." In section 2, highlighted below, we state "no person shall serve on the RAC for more than 4 complete terms, with the exception of the Chair of the WMATA AAC, who shall not be so limited."

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154 Chair of the ~~Metro Accessibility Advisory Committee~~ WMATA AAC, who
155 shall not be so limited.

156 C. MID-TERM VACANCY

157 If membership vacancies arise during the year, the WMATA Board of
158 Directors will fill the vacancy for the unexpired term. Such time serving an
159 unexpired term shall not count against the 4 complete term limitation on
160 Council RAC membership.

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161 G. D. RESIGNATION

162 Members ~~may shall~~ resign by ~~submitting filing~~ a written resignation ~~with to~~ the
163 WMATA Board of Directors ~~through the WMATA RAC Staff Coordinator as~~
164 ~~soon as they become aware of their inability to serve on the Advisory~~
165 ~~Council RAC.~~

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166 D. MID-TERM VACANCY

167 ~~If membership vacancies arise during the year, the WMATA Board of~~
168 ~~Directors will fill the vacancy for the unexpired term. Such time serving an~~
169 ~~unexpired term shall not count against the 4 complete term limitation on~~
170 ~~Council membership.~~

172 ARTICLE IV

174 E. TERMINATION OF MEMBERSHIP

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176 A. A member's appointment to the ~~Riders' Council~~ RAC may be terminated upon
177 an affirmative vote of the majority of the WMATA Board of Directors, including
178 a least one affirmative vote by a Board member representing the same
179 signatory jurisdiction as the member being terminated. A ~~member's~~
180 appointment to the ~~Council RAC~~ shall be terminated upon an affirmative
181 determination that a member:

- 182 1. At the time of appointment, materially misrepresented use of the

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Metrorail, Metrobus, bus system or MetroAccess system or affiliation with a community organization upon which his/her appointment was based. The omission of information substantially relevant to the basis for the appointment shall be considered to be a material misrepresentation, thereby subjecting the Riders' Council RAC member to removal as provided in this Article.

2. Refuses to execute or adhere to the Riders' Council RAC Standards of Conduct Policy.

3. Engaged in a consistent pattern of disruptive behavior in Council or other WMATA-related meetings which includes use of slurs, derogatory comments, or any other conduct, whether physical, verbal or written directed at another person or based upon another person's race, skin color, national origin, sexgender identity, religion, sexual orientation, disability, or age.

4. Has attended no regular meetings for three consecutive months or has missed two-thirds of regular meetings within a six-month period.

~~2. At the time of appointment, materially misrepresented use of the Metrorail/bus system or MetroAccess or affiliation with a community organization upon which his/her appointment was based. The omission of information substantially relevant to the basis for the appointment shall be considered to be a material misrepresentation, thereby subjecting the Riders' Council member to removal as provided in this Article.~~

~~3. Engaged in a consistent pattern of disruptive behavior in Council or other WMATA-related meetings which includes use of slurs, derogatory comments, or any other conduct, whether physical, verbal or written directed at another person or based upon another person's race, color, origin, sex, religion, sexual orientation, disability, or age.~~

212 4. ~~Refuses to execute or adhere to the Riders' Council Standards of~~
213 ~~Conduct Policy.~~

214 B. The ~~Riders' Council~~RAC may recommend that the WMATA Board terminate a
215 ~~Council~~RAC member's term for the reasons listed above following a vote by
216 the ~~Council~~RAC at a regular meeting with two-thirds of the members present
217 and voting and which constitutes a majority of all members holding
218 appointments to the Council.

219 C. Following the vote as described in Section B, the RAC Chair will notify the
220 subject member and will recommend termination to the WMATA Board ~~to~~
221 ~~recommend termination of his or her membership.~~ The WMATA Board ~~of~~
222 ~~Directors~~ may then take action to terminate this membership and may then
223 appoint a new member to serve the unexpired term of the terminated member.

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225 **ARTICLE IV**

226 **OFFICERS**

227 A. CHAIR

228 The membership of the ~~Riders' Council~~RAC will ~~annually~~ elect a Chair from its
229 membership annually. The RAC Chair will be elected without regard to
230 jurisdiction. The ~~Riders' Council~~RAC Chair will develop an regular meeting
231 agendas; lead meetings and keep order; create committees and working
232 groups with the concurrence of the ~~Council~~RAC; present reports to the
233 WMATA Board ~~of Directors; and, prepare and sign all letters, reports and
234 other communications of the ~~Riders' Council~~RAC. Additionally, the Chair may
235 discuss matters of interest directly with the Chair of the WMATA Board of
236 Directors.~~

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238 B. VICE-CHAIRS

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240 The membership of the ~~Riders' Council~~RAC shall ~~annually~~ elect Vice-Chairs

241 from ~~the~~ its membership to represent each of the three signatory jurisdictions
242 within the ~~Metro service area~~ Transit Zone annually. The Vice-Chairs shall
243 actively participate in the setting of ~~Council regular RAC meeting~~ agendas and
244 the preparation of monthly reports and communication with the WMATA Board
245 ~~of Directors~~. Each Vice-Chair shall also actively communicate with ~~the Riders'~~
246 ~~Council~~ RAC members from his or her signatory jurisdiction of appointment
247 and serve as the primary liaison for those members to suggest agenda items
248 or other topics of discussion. Each Vice-Chair shall also communicate with
249 members of the WMATA Board ~~of Directors~~ representing his or her jurisdiction
250 of appointment and work to maintain and strengthen the relationship between
251 those Board members and the ~~Riders' Council~~ RAC.

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254 In the absence or inability of the Chair to serve, for purposes of succession
255 the individual next in line shall be the Vice-Chair from the corresponding
256 jurisdiction as the current WMATA Board of Directors Chair; the individual next
257 in line shall be the Vice-Chair from the corresponding jurisdiction as the
258 current WMATA Board of Directors Vice Chair; and the individual next in line
259 shall be the Vice-Chair from the corresponding jurisdiction as the current
260 WMATA Board of Directors 2nd Vice Chair. This individual shall have all of the
261 powers and shall perform all of the duties of the Chair in an acting capacity.

262 *I read the WMATA Bylaws. The Chair and Vice Chairs are elected without regard to*
263 *jurisdiction. I would strongly oppose this, except for the Chair position.*

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265 C. CHAIR AND VICE-CHAIRS

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267 1. Term of Office

268
269 The officers of the ~~Riders' Council~~ RAC shall serve for one (1) year.

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271 No person shall serve as Chair for more than three one-year terms, except
272 under the circumstances described in Article V. Section C.5 "Failure to Elect."

Comment [KNL9]: Katherine Kortum asked, "Is it possible that these three WMATA positions could all be from the same jurisdiction, or do the WMATA board bylaws make sure that they are all from different jurisdictions." At the Governance Committee meeting held on May 28, we agreed to seek advice from Counsel on this section and at a minimum, this language should mirror the WMATA Board.

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275 2. Vacancy

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277 A vacancy in any office shall be filled by a special election held by the [Council](#)
278 [RAC](#) at the meeting next following the announcement of the vacancy and shall
279 be for the unexpired term.

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281 3. Temporary or Permanent Vacancies

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283 If the Chair and all Vice-Chairs are absent from any meeting and/or are unable
284 to act, the meeting shall be called to order by [the WMATA RAC Staff](#)
285 [Coordinator](#)~~staff~~. The ~~staff-~~[WMATA RAC Staff Coordinator](#) shall immediately
286 call for the election of a Temporary Presiding Officer.

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288 4. Elections

289

290 Election of officers shall occur at the ~~first-last~~ regular meeting of the calendar
291 year. An affirmative vote of two-thirds of members present is required to
292 postpone an election.

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294 5. Failure to Elect

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296 If the ~~Council~~-[RAC](#) fails to elect a Chair or Vice-Chair, the existing Chair or
297 Vice-Chair shall continue to serve until successors are elected.

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299 6. Eligibility:

300 The position of Chair shall be elected without regard to jurisdiction of
301 residence.

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304 Members appointed to the ~~Riders' Council~~[RAC](#) At-Large shall be considered
305 members from the signatory jurisdiction of their primary residence for the
306 purpose of establishing eligibility to service as an officer of the Council. At-

307 Large members are eligible for officer positions, except for the At-Large
308 position held by the Chair of the ~~A-A-C~~ who is not eligible for the position of
309 Chair of the ~~Riders' Council~~RAC.

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313 D. STAFF SUPPORT

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315 The Board Secretary shall designate a person to serve as ~~the Riders'~~
316 ~~Council~~WMATA RAC ~~Staff~~ Coordinator to prepare meeting notices, agendas,
317 and minutes as required and to serve as liaison between the ~~Riders'~~
318 ~~Council~~RAC, the WMATA Board, ~~of Directors~~ and WMATA staff. ~~Such~~
319 ~~staff~~The RAC Staff Coordinator member shall be a WMATA employee hired
320 by ~~the a~~ Hiring Committee composed of up to three members of the ~~Riders'~~
321 ~~Council~~RAC, one from each ~~Compact~~ signatory jurisdiction, selected by the
322 ~~Council~~RAC members of that jurisdiction and the Board Secretary. A
323 recommendation shall be made by a majority vote of the Hiring Committee
324 with such majority containing at least one affirmative vote from the ~~Riders'~~
325 ~~Council~~RAC appointees and one affirmative vote from the Board Secretary. A
326 representative of the WMATA Office of Human Resources shall sit on the
327 Hiring Committee and participate in its discussions but shall not have a vote in
328 the hiring decision. The ~~Riders' Council~~RAC shall have input into the
329 development of the job description for the position and the annual
330 performance plan for the employee. These documents shall be prepared by
331 the Board Secretary in cooperation with the ~~Riders' Council~~RAC leadership
332 and in compliance with all WMATA policies and procedures.

333 WMATA shall provide a specific amount of space on its external website for
334 the general public for use by the ~~Riders' Council~~RAC and shall take all
335 necessary steps within a reasonable time to post ~~Council~~RAC-provided
336 information on that website. The sole review of the ~~Riders' Council~~RAC
337 content shall be to ensure that the posted information is in a form conducive to
338 use on the website and not defamatory, false, misleading or deceptive.

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ARTICLE VI

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MEETINGS

342 A. REGULAR MEETINGS

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All regular meetings of the [Riders' Council](#)~~RAC~~ shall be held at least once a month, generally in the evening, and conducted in accordance with Robert's Rules of Order, as revised from time to time, and these bylaws. Meeting agendas shall be posted on [Metro's WMATA's](#) website in the same manner as agendas posted for

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meetings of the WMATA Board of Directors. Meetings will be open to the public, held in a location accessible to people with disabilities, and within the Transit Zone.

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The [Riders' Council](#)~~RAC~~ may cancel a regularly-scheduled meeting at any prior meeting by a two-thirds affirmative vote of members, provided a quorum is present~~at a prior meeting where quorum is present~~. The Chair, in consultation with the Vice-Chairs, may reschedule or cancel a meeting due to an emergency situation, as determined by the Chair and Vice-Chairs. Notice shall be provided to the public of the cancellation or, if rescheduled, notice shall be provided to the public of the new meeting date.

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At least ~~72 hours~~3 business days prior to a regular meeting, an agenda must be posted online on WMATA's website, which will contain a brief general description of each item to be transacted or discussed at the meeting. Members of the public have the right and should be solicited by the [Riders' Council](#)~~RAC~~ to attend and directly address the Council on any item on the agenda that is within its subject matter, before or during the consideration of the item.

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366 B. SPECIAL MEETINGS

367 Special meetings may be called by the Chair, at his or her discretion and
368 when in the opinion of the Chair, the business of the Riders' Council~~RAC~~
369 requires it or by the request of a majority of the Council~~RAC~~ membership.
370 Notice for special meetings will conform to the requirements of notice for
371 regular meetings. No other business shall be considered at such meeting.

372 C. QUORUM

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374 A majority of the appointed members of the Riders' Council~~RAC~~ (50 percent of
375 the membership, plus one) must be present in order to constitute a quorum
376 necessary for the transaction of the business of the Council. No decision of
377 the Council~~RAC~~ shall be valid unless a majority of members present and
378 voting concur by their respective votes.
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380 D. DECISIONS AND ADVICE OF THE RIDERS' COUNCIL

381
382 All decisions of the Riders' Council~~RAC~~ which require a formal vote shall be
383 made only after an affirmative vote of a majority of its members in attendance
384 unless otherwise expressly stated in these bylaws, provided a quorum is
385 present. The RAC Staff Coordinator or Board Secretary shall forward minutes
386 of meetings, as well as any special reports or communication desired by the
387 Riders' Council~~RAC~~, to the WMATA Board of Directors. In addition, the Chair
388 or a designee may present reports to the WMATA Board of Directors or an
389 appropriate Board Committee in person, with the concurrence of the Board or
390 committee Chair.

391 Dissenters to a decision made by a formal vote may forward to the WMATA
392 Board of Directors their minority or dissenting report by recording them in the
393 minutes of the meeting or in the form of a prepared minority report.

394 The Riders' Council~~RAC~~ may also provide advice to the WMATA Board that
395 represents a variety of opinions and for which no formal action is taken or
396 necessary.

397 **ARTICLE VII**

398 **AGENDA, MINUTES AND RULES OF CONDUCT**

399 A. AGENDAS

400 1. The Chair, with the support of WMATA staff, will prepare an agenda for
401 regular meetings. The RAC Mmembers shall approve the agenda by vote as
402 part of the regular monthly meeting proceedings. Members may contact the
403 Chair or work through the Vice-Chairs to have items put-placed on the
404 agenda. Also, each meeting agenda calls for members to put items on future
405 agendas.

406 2. The Riders' Council~~RAC~~ staff liaison~~Staff Coordinator~~ shall be responsible for
407 distributing the final agenda and preparing or compiling the associated agenda
408 materials for each meeting. Agenda materials shall normally be mailed
409 provided to the members one week~~3 business days~~ prior to each meeting.

410 B. MINUTES

411 Minutes of each Council meeting shall be prepared by the Riders' Council~~RAC~~
412 staff liaison~~Staff Coordinator~~ and distributed to members together with the
413 agenda for the next meeting.

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416 C. RULES OF CONDUCT

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418 All regular and special meetings of the Riders' Council~~RAC~~ shall be conducted
419 in accordance with the RAC Standards of Conduct Policy, these by-laws, and
420 with the most current edition of Robert's Rules of Order. In case of conflict,
421 these by-laws shall take precedence over Robert's Rules of Order. The
422 Riders' Council~~RAC~~ may also establish standard operating procedures and
423 approve them as needed.

Comment [KNL10]: We reference a RAC Standards of Conduct Policy throughout the bylaws but do not mention it in this section. This is the section that we should highlight the formal RAC Standards of Conduct Policy.

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The following rules will be followed:

1. Chair Responsibility: The Chair is responsible for the orderly conduct of the meeting. ~~Every Any Riders' Advisory Council~~RAC member desiring to speak shall address the Chair, and upon recognition by the Chair, shall ~~talk-speak~~ only to the question under debate. DO WE WANT TO INCLUDE THE PROCEDURES FOR PUBLIC COMMENT HERE???

4.2. ~~Yes~~

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~~2.3.~~ Representation: Representation of positions on issues shall conform to the following principles:

- a. No member of the ~~Riders' Council~~RAC shall misrepresent the position of the Council on any issue, including the absence of any formal position on an issue, in any communication with the general public, including the media.
- b. No member of the ~~Riders' Council~~RAC shall be seen as representing any position of ~~Metro-WMATA~~ to the general public, including the media, without first having been so authorized by the WMATA Board of Directors.
- c. Every member is free to express individual opinions, after making a good faith effort to ~~label-describe~~ his ~~or~~ /her comments as such, to the general public including the media on any topic that the member chooses to address.

ARTICLE VIII

COMMITTEES AND SPECIAL COMMITTEES

458 | The Chair has authority, with concurrence by the ~~Riders' Council~~RAC, to create
459 | committees and/or special committees to address issues. Committees and special
460 | committees will operate according to the requirements of these bylaws and Robert's
461 | Rules of Order, as revised from time to time.

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463 | Membership in these committees and/or special committees shall be open to all
464 | members of the ~~Council~~RAC. Upon creation of a committee or special committee, the
465 | Chair shall designate an individual to convene its first meeting and conduct the
466 | meeting until such time as the committee or special committee selects a chair from
467 | among its membership.

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469 | All committees or special committees shall expire at the ~~beginning-end~~ of the ~~first-last~~
470 | general ~~Riders' Council~~RAC meeting of the calendar year and may be reconstituted
471 | as outlined above.

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473 | Notice for committee and special committee meetings shall be provided to all ~~Riders'~~
474 | ~~Council~~RAC members and the public in accordance with the procedures for notice of
475 | regular meetings of the Council.

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477 | The standing committees of the RAC are the Governance Committee, ~~and the~~
478 | Budget and Finance Committee and the RAC Leadership Team, comprised of the
479 | Chair and Vice Chairs.

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ARTICLE VIII

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BYLAWS AMENDMENTS

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492 The bylaws may be proposed for amendment or repeal by a motion that is made,
493 seconded and passed by a two-thirds (2/3) vote of regular members at any regular
494 meeting. The 2/3 vote shall be based on the number of persons currently holding
495 appointments to the ~~Riders' Council~~RAC whether present at the meeting or not.
496 Written and oral notice of the proposed amendment must be given at the prior regular
497 monthly meeting to all members. The notice must contain both the original language and
498 the proposed amending language to the bylaws. The proposed bylaws change will be
499 made final upon approval by the WMATA Board of Directors. Any bylaw may be altered or
500 amended or annulled at any time by a majority vote of the WMATA Board of Directors.

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ARTICLE IX

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TERM OF ~~RIDERS' COUNCIL~~RAC

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507 The WMATA Board will periodically review the operation of the ~~Riders' Council~~RAC and
508 may modify its composition, structure or bylaws. Such review shall occur no less
509 frequently than every five (5) years but may occur more frequently, ~~as appropriate on an~~
510 ~~as-needed basis~~.

511

512 Approved: [Add Date that the Bylaws were initially approved – September 25, 1995?]

513 Revisions: V1 – [Add Date]

514 V2 – [Add Date]

515 V3 – [September 2014]

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