

BYLAWS OF THE
NEVADA ADVISORY BOARD ON AUTOMOTIVE AFFAIRS

NAME

- 1.0 This Board shall be known as the Nevada Advisory Board on Automotive Affairs, as created by NRS 487.002.

PURPOSE

- 2.0 The purposes of this Board shall be to:
- (a) Study the regulation of garagemen, automobile wreckers and operators of body shops and salvage pools, including, without limitation, the registration or licensure of such persons and the methods of disciplinary action against such persons;
 - (b) Analyze and advise the Department relating to any consumer complaints provided to the Department by the Consumer Affairs Division of the Department of Business and Industry pursuant to NRS 598.985 or otherwise received by the Department concerning garagemen, automobile wreckers or operators of body shops or salvage pools;
 - (c) Make recommendations to the Department for any necessary regulations or proposed legislation pertaining to paragraph (a) or (b);
 - (d) On or before January 15 of each odd-numbered year, prepare and submit a report concerning its activities and recommendations to the Governor and to the Director of the Legislative Counsel Bureau for transmission to the Legislature; and
 - (e) Perform any other duty assigned by the Department.

MEMBERSHIP

- 3.0 MEMBERS OF THE BOARD Membership shall consist of those persons specified in NRS 487.002, section 2.
- 3.1 MEETING ATTENDANCE If a Board member is unable to attend two of the two regularly calendared meetings of the Board in any given year, a letter will be sent by the Board to the respective agency that such Board member represents requesting either a commitment to future attendance, or, in the alternative, requesting the agency to designate a replacement to fill that

Board position. If the Board member does not represent an agency, the letter will be directed to the Board member requesting a commitment to further attendance, or, in the alternative, a request that the Board member step down from said Board position so that a replacement can be designated by the Governor.

TERM OF OFFICE

- 4.0 After the initial terms of the original appointments to this Board, the term of office of each of the members appointed pursuant to NRS 487.002 (3) shall be four years, to commence on the day that a certificate of commission is issued by the governor and to continue at the pleasure of the governor until the term expires or until a successor is appointed in the event of a vacancy.

COMPENSATION

- 5.0 Members of this Board shall serve in that capacity without compensation, except that necessary travel and per diem expenses may be reimbursed, not to exceed the amounts provided for Nevada state officers and employees generally, to the extent that money is made available for the purpose.

COMMITTEES

- 6.0 This board is authorized to establish, or to empower the Chairperson of the Board to establish such committees, as it may deem necessary and desirable, to effectively promote the activities of the Board within its statutory jurisdiction. In establishing a new committee, the Board shall state in writing the area of its proposed activities. Any such committees must convene in accordance with the requirements of the Nevada Open Meeting Law codified at Chapter 241 of the Nevada Revised Statutes.

MEETING OF THE BOARD

- 7.0 CONDUCTING MEETINGS Meetings shall be conducted according to the Robert's Rules of Order most recently published edition, as well as the Nevada Open Meeting Law.

- 7.1 MEETINGS This Board shall meet regularly at least twice each calendar year and may meet at other times upon the call of the Chairperson. All meetings of the Board shall be duly noticed and posted pursuant to the requirements of the Open Meeting law[, as set forth in Chapter 241 of the Nevada Revised Statutes].
- 7.2 QUORUM A quorum consisting of a majority of the Board members then currently appointed shall be required to conduct the business of the Board. Any existing vacancy shall not be counted in the calculation of a quorum. Members present at a duly called or held meeting at which a quorum is present may conduct business until adjournment, notwithstanding the withdrawal of enough members to have less than a quorum.
- 7.3 CONTROLLING VOTE Action of the Board shall be taken upon majority vote of the members present. Each member present shall be entitled to one vote.
- 7.4 AGENDA The agenda shall consist of such matters as set by the Chairperson or Board. Any Board member may request than an item be placed upon the agenda, subject to the notice requirements of the Open Meeting Law [as set forth in Chapter 241 of the Nevada Revised Statutes].

OFFICERS

- 8.0 OFFICERS The officers of the Board shall be the Chairperson, Vice-Chairperson [and recording of the minutes by the secretary who is not elected into term].
- 8.1 CHAIRPERSON The Chairperson, or the Vice-chairperson in the absence of the Chairperson, shall:
- (a) Preside at all meetings of the board;
 - (b) Call for the nomination and election of officers and of members of all committees of the Board who are to hold office;
 - (c) Superintend the performance of all activities of the Board;
 - (d) Keep the Board duly informed and carry out its decisions; and
 - (e) Perform such other duties and acts as usually pertain to this office or as may be designated by the Board.
- 8.2 VICE-CHAIRPERSON The Vice-Chairperson shall aid the Chairperson in the performance of the responsibilities of office in the manner and to the extent the

- Chairperson may request, and shall perform such further duties and have such further powers as usually pertain of this office or as may be designated by the Chairperson or the Board. In case of death resignation, or disability of the Chairperson, the vice-Chairperson shall perform the duties of the Chairperson for the remainder of the Chair's term or disability, as the case may be.
- 8.4 TERM Elective officers shall serve a term of one year or until their successors are duly elected.

AMENDMENTS

- 9.0 These Bylaws may be amended at any regular meeting of the Board by a majority vote of the members of the Board present and voting.

APPROVED this 18th day of May 2006, by a majority of the members of the Nevada Advisory Board of Automotive Affairs.

Steve Yarborough, Chairman

Attest: