



CITY AND COUNTY OF SAN FRANCISCO
NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF
THE BIODIESEL ACCESS TASK FORCE
TO BE ACTED UPON AT THE MEETING OF OCTOBER 19, 2006

This notice is issued pursuant to Article IX – Amendment of Bylaws of the Bylaws of the San Francisco Biodiesel Access Task Force, which requires circulation of proposed amendments in writing to all Task Force Members and noticed to the public at least ten (10) days prior to Task Force approval. The Task Force proposes to amend its Bylaws by adding Article VI “Task Force Committees”, Sections 1 - 8 to establish a new standing Committee called the Marine Committee and establishing the Committee process and to change the numbering of current Articles VI – IX to Articles VII – X.

Article VI

Section 1: Membership of Committees

Committee members shall be appointed by the Task Force Chair and will serve until December 31, 2007.

Section 2: Committee Chairs

It is the policy of the Task Force to appoint individual Task Force Members to perform specific tasks or functions related to matters, which are brought before the Task Force for action. The Chair may appoint individual Task Force Members to serve as Committee Chair for a specified period of time.

Section 3: Committee Meetings

Committees shall meet at regularly scheduled times and places, as established by resolution of the Task Force. Meeting times shall be posted on the Task Force’s website. Agendas of committee meetings shall be noticed in accordance with the new Article VII (previously Article VI), Requests for Notices and Agendas. Committee meetings will be generally conducted in the same manner as regular Task Force meetings.

Section 4: Committee Quorum

A majority of the members of a committee shall constitute a quorum. The affirmative vote of the majority of the members shall be required for the approval of any matter, regardless of the number of vacancies on the committee or number of members present at the meeting.

Section 5: Minutes

Minutes for committee meetings will reflect the time the meeting was called to order and adjourned, the names of members attending the meeting, the roll call vote on each action item considered at the meeting, and any other items necessary for preserving a record of the meeting. Minutes shall be approved by a majority vote of the committee.

Section 6: Standing Committees

The Task Force shall have one standing committee called the Marine Subcommittee. The Committee shall have ___ members comprised of ____.

Section 7: Marine Committee

The Marine Committee shall meet on the second Tuesday of each month from 11:00 a.m. – 1:00 p.m. at the Port of San Francisco, Pier One, Conference Room Bayside 3. The Marine Committee shall focus on providing biodiesel access in the marine environment and to work with General Petroleum to make that happen.

Section 8: Other Committees

The Task Force and/or the Chair, at his or her discretion, may establish other committees on an ad-hoc basis to perform tasks or functions as necessary, or to address issues outside the purview of standing committees.

This is to certify that the above notice was issued on October 5, 2006



Monica Fish, Task Force Secretary

Posted: October 5, 2006