

**APTA POWER, SIGNALS and COMMUNICATIONS
TECHNICAL FORUM
BYLAWS**

ARTICLE I – ORGANIZATION

July 1, 2004

Forum Name

The Forum shall be known as the APTA Power, Signals and Communications Technical Forum, hereinafter "the Forum".

Mission Statement

The mission of the Forum is to promote the exchange of information concerning the application of the following technologies in the public transportation industry:

- Traction power systems and equipment
- Train control and signals
- Communications systems and equipment

Objectives

The Forum's long term objective is to provide a means of sharing current issues and advances in the technologies related to power, signals and communications. The Forum will offer opportunities to discuss and resolve industry issues and problems. The Forum will be a source of information for the industry in general and provide input to regulatory and other industry activities.

ARTICLE II - MEMBERSHIP

Membership in the Forum shall be open to employees of APTA members who have an interest in power, signals and communications activities within APTA. Persons desiring membership shall submit a notice in writing or by e-mail, with the person's name, title, organization, address, phone, fax, and e-mail address to the APTA Staff Advisor for the Forum.

ARTICLE III - OFFICERS

Officers

The Forum shall have a chair and may also appoint vice-chairs for the disciplines represented on the forum. The Other officers may be designated as needs are identified. In general the vice-chairs shall represent:

- Traction Power
- Signals and Communications
- Communications

Duties of Officers

Chair - The chair shall be responsible for calling all meetings of the Forum overall and shall preside at such meetings of the Forum. The Forum Chair shall act as liaison between the Forum and the APTA Vice-Chair for Rail and other APTA Forums and Committees as appropriate. The Chair shall direct the activities of the Forum and its members and take action as necessary to ensure that the Forum achieves its objectives. The Chair shall coordinate on a regular basis with the APTA Staff Advisor assigned to the Forum and work to inform the APTA membership about the activities of the Forum. The Chair shall designate a Vice-Chair to preside in his or her absence at general Forum meetings.

Vice Chairs - The Vice Chairs may convene and shall preside at meetings concerning their respective disciplines. Vice-Chairs shall coordinate their activities with the Forum Chair and the APTA Staff Advisor.

Terms of Office

Officers shall serve for a term of three years. The Forum shall determine on an annual basis, the status of the current officers.

Vacancies

In the event that the Office of the Chair becomes vacant prior to the end of the term, the Vice Chairs shall designate one of their number to fill that office for the remainder of the term.

In the event that the office of a Vice Chair becomes vacant prior to the end of the term, the Chair shall appoint a new Vice Chair for the remainder of the term.

ARTICLE IV - ELECTION OF OFFICERS

Election of Officers

The election of officers shall generally occur at the Annual Business Meeting of the Forum which shall be held in conjunction with the APTA Rail Conference unless specific notice to the contrary is provided. Newly elected officers shall assume office at the conclusion of the Annual Business Meeting at which they are elected.

Nominations

The nominating process shall be as designated by the Chair. The Chair may designate a nominating committee or seek some other means of identifying candidates.

ARTICLE V - MEETINGS AND VOTING

Meetings

The Forum shall meet at the APTA rail conference. The Forum may also meet if deemed necessary by the Chair to conduct the business of the Forum. Notices shall be prepared by the Chair and sent out to the Forum by the APTA Staff Advisor no less than 14 days prior to the meeting. Formal meetings shall be conducted in accordance with Robert's Rules of Order as amended.

Voting

Only members of the Forum shall be eligible to vote on issues or matters before the Forum. The Chair shall designate a quorum based upon the membership present or available and the nature of the issue to be voted upon on a case by case basis. Proxies may be used to vote and count towards a quorum.

Except as otherwise specified herein, all votes shall be determined by simple majority of the voting members. Circumstances may compel the Chair to limit voting to one individual per organization where multiple representatives of the same organization are present.

ARTICLE VI - SUBFORUMS

Standing SubForums

- Traction power systems and equipment
- Train control and signals
- Communications systems and equipment

Additional SubForums

The Forum shall have such other subForums, ad-hoc subForums, and /or task forces as the Forum shall from time to time create.

ARTICLE VII - RECORDS and COMMUNICATIONS

Maintenance of Forum Records

The Chair shall be responsible for the preparation of meeting minutes and other Forum documentation. The APTA Staff Advisor and other APTA staff as appropriate, shall maintain the Forum membership roster and all Forum records.

Communications

Forum notices, announcements, and other communications shall be processed and distributed in cooperation with the APTA Staff Advisor in accordance with APTA policy. Forum members are welcome and encouraged to communicate by all means.

ARTICLE VIII - AMENDMENTS TO THE BYLAWS

Submission and Consideration of Amendments

Amendments to these Bylaws may be proposed by any Forum member and must be submitted in writing to the Chair for consideration and voting at the next Annual Business Meeting of the Forum that occurs at least 90 days after the submission of the proposed amendment. The Chair shall request that the APTA Staff Advisor distribute copies of any proposed amendments at least 60 days prior to the Annual Business Meeting.

Adoption of Amendments

Amendments to these Bylaws shall be adopted by a two thirds (2/3) vote of the Forum members present and voting.

**ARTICLE IX - CONFLICTS WITH APTA BYLAWS OR FEDERAL
OR DC LAW**

In case of conflict between these Bylaws and the APTA Bylaws or Federal or District of Columbia law, The APTA Bylaws or Federal or District of Columbia law shall prevail.