



Baton Rouge Clean Air Coalition (BRCAC) By-Laws

Adopted: April 16, 2025

Amended: March 16, 2026

Article I: Name and Mission

1. The name of this organization shall be the Baton Rouge Clean Air Coalition (BRCAC).
2. The mission of BRCAC is to bring together industry, government, academics, and non-profits to collaborate on understanding and improving air quality in the Baton Rouge metropolitan area and across Louisiana. Through open discussion and data-driven insights, we work to enhance environmental awareness and explore solutions for cleaner air and a healthier community. Meeting at LSU's Center for Energy Studies, we provide a neutral space for diverse stakeholders to share knowledge and engage in candid open dialogue.

Article II: Membership

1. Membership in BRCAC is open to any individual or organization interested in participating.
2. To request membership, an individual must submit a request to the Facilitator. The request will be considered for approval at the next scheduled meeting through a vote by the existing membership. A two-thirds vote of member attendees at the meeting is required for a new member to be admitted.
3. The names and affiliations of all members shall be listed on the Coalition's webpage, which is hosted within the LSU Center for Energy Studies' website.
4. A member who fails to attend any meetings for twelve (12) consecutive months will be automatically dropped from membership. They may request reinstatement through the standard membership request process.

Article III: Meetings

1. BRCAC shall hold regular meetings on a frequency as determined by the membership.
2. Visitors are welcome to attend meetings but must sign in and identify themselves at the beginning of each meeting.
3. All meeting attendees must sign in at each meeting.
4. All BRCAC meetings shall be conducted under Chatham House Rules to encourage open and candid discussion.

Article IV: Executive Council

1. The Executive Council shall consist of maximum of eight (8) members:
 - President
 - President-Elect



- A maximum of six (6) Members-at-Large
- 2. The Executive Council shall be appointed by the Immediate Past President and approved by a majority vote of the members participating in the vote.
- 3. The Executive Council shall be responsible for guiding the strategic direction and operations of BRCAC.
- 4. The Executive Council will meet at a regular interval, likely after BRCAC full member meeting.
- 5. All positions on the Executive Council shall be appointed annually and serve one-year terms.
- 6. Executive Council members may serve a maximum of two (2) consecutive terms in the same role. A maximum of three of the six founding Members-at-Large can be given the opportunity to serve a third term as needed to have staggered representation on the Executive Council.
- 7. The President-Elect shall automatically transition to the role of President in their second year of service.
- 8. While there are no formal requirements for the composition of the Executive Council, it is recommended that the Council maintain a balance of stakeholders to ensure diverse representation.
- 9. The immediate past presidents will be invited to Executive Council meetings in non-voting capacity.
- 10. Time of Transition:
 - a. Following the November meeting, the Immediate Past President shall present a slate of nominees for officers and Executive Council members for the upcoming term.
 - b. The slate shall be distributed to the membership via survey for voting, with a voting period of two weeks.
 - c. The results shall be confirmed at the December meeting, with approval requiring a majority vote of the members participating in the vote.
 - d. All terms shall become effective on January 1 of the new calendar year.

Article V: Committees

- 1. Any member may request the formation of a committee.
- 2. Each committee must have a chair and at least two (2) additional members.
- 3. Committees shall provide a report at each monthly meeting.
- 4. Committees may meet at their own cadence; however, if a committee does not meet for one (1) year, it shall be automatically dissolved.
- 5. Committee formation requests will be made to the Facilitator and must be approved by a majority of the Executive Council.
- 6. Committee chairs can be invited to Executive Council meetings at the request of the Facilitator.

Article VI: Representation in Other Organizations

- 1. The President can appoint an individual to represent the Coalition in other organizations, committees or task forces. This will be approved by two-thirds vote of the Executive Council and two-thirds vote of the member attendees at the following meeting.

Article VII: Amendments



1. These by-laws may be amended by a motion by an Executive Council member and then a majority vote of the membership at any regular meeting, provided that the proposed amendment has been circulated to the membership at least two weeks prior to the vote.

Article VIII: Dissolution

1. In the event that BRCAC is dissolved, any remaining resources or assets shall be transferred to the LSU Center for Energy Studies or an appropriate non-profit organization supporting air quality research and initiatives, as determined by the Executive Council.