

Maine Innovation Economy Advisory Board Bylaws



Version 1.0
11/28/2023

Article I

PURPOSES

SECTION 1.1 Purposes. The Maine Innovation Economy Advisory Board, referred to in these Bylaws as the “advisory board” and established by [Title 5, section 12004-I, subsection 6-G](#), is established to coordinate the State’s research and development activities and to foster collaboration among its higher education and nonprofit research institutions and members of the business community.

SECTION 1.2 Powers & Duties. The powers and duties of the advisory board are as set out in [Title 10, section 949](#):

- a. Maine Innovation Economy Action Plan (MIEAP): Every 5 years starting in 2010, the advisory board shall develop an innovation economy action plan for the application of science and technology to improve the State’s position in the global economy.
- b. Research and development advising: The advisory board shall assist state and federal policy makers in advancing research and development capacity initiatives in the State and in developing corresponding funding strategies; provide input on economic planning and the commercial application of the State’s research and development efforts; facilitate research opportunities that create sustained, interinstitutional, collaborative, multidisciplinary, centers-based research projects; advocate for the State’s research and development sector and interests; disseminate information about its work throughout the State; and serve as the EPSCoR steering committee.

SECTION 1.3 Limitations. Notwithstanding any other provision of these Bylaws, MIEAB shall not carry on any activities not permitted by [Title 10, section 949](#). These Bylaws shall be construed accordingly, and all powers and activities shall be limited accordingly.

Article II

MEMBERSHIP

SECTION 2.1 Number. The number of MIEAB members shall be thirty-two (32), of whom two (2) are ex officio as specified in Section 2.2(a), and thirty (30) are individuals with such qualifications specified in Section 2.2(b), having appointments pursuant to Section 2.3.

SECTION 2.2 Qualifications. The advisory board consists of the following members:

- a. Two ex officio members:
 1. The Director of the Maine Technology Institute or the director’s designee; and
 2. The Director of the Office of Innovation or the director’s designee.



b. Thirty members appointed by the State Governor:

1. Seven (7) representatives from the for-profit business community within the seven targeted technologies;
2. Seven (7) representatives involved with nonprofit research institutions within the seven targeted technologies;
3. Four (4) representatives from bioscience research laboratories;
4. Two (2) representatives from nonprofit research laboratories with main offices or headquarters in this State and demonstrated expertise and credentials in marine research;
5. One (1) representative of the University of Maine and one representative of the University of Southern Maine;
6. Four (4) representatives of private universities and colleges within the State;
7. One (1) representative of the University of Maine Center for Law and Innovation;
8. One (1) representative of the Small Enterprise Growth Program, and
9. Two (2) representatives with demonstrated expertise in venture capital.

SECTION 2.3 Terms; Vacancies; Limits. The term of office for members of the advisory board is three (3) years. When a vacancy occurs, it must be filled by the same appointing authority, and the new member shall serve for the remainder of the term. Members who serve on the advisory board by virtue of their offices serve terms coincident with their terms in office. Members may continue to serve until their replacements are designated. A vacancy in a position held by an ex officio member that occurs other than by the expiration of a term must be filled by a designee appointed by the Commissioner of Economic and Community Development for the unexpired term. A vacancy may not impair the right of the remaining members to exercise all of the powers of the advisory board.

SECTION 2.4 Compensation. Members of the advisory board are not entitled to compensation.

Article III

OFFICERS

SECTION 3.1 Chair & Vice-Chair. The members of the advisory board shall annually elect one of the advisory board's members as Chair and one of its members as Vice-Chair to set the agenda and schedule meetings.

SECTION 3.2 Other Officers. The advisory board may elect other officers and designate their duties.



Article IV

MEETINGS

SECTION 4.1 Quarterly Meetings. The advisory board shall hold quarterly meetings each year.

SECTION 4.2 Special Meetings. Special meetings may be called by the Chair or Vice Chair and held as necessary to conduct the business of the advisory board.

SECTION 4.3 Voting Rights. Each member of the advisory board has a vote. The vote of a majority of the advisory board members present at a meeting at which a quorum is or has been present shall be the act of the advisory board unless the vote of a greater number is required elsewhere in these bylaws or by law.

SECTION 4.4 Quorum. At any meeting of the advisory board, a majority of the members then in office shall constitute a quorum for the transaction of business.

SECTION 4.5 Attendance by Telephonic or Electronic Medium. Members of the advisory board, or any committee designated by the board, may participate in a meeting of such board or committee by means of a conference telephone or similar communications equipment (e.g. electronic meeting services) by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this subsection shall constitute presence in person at such meeting.

Article V

COMMITTEES

SECTION 5.1 Executive Committee. The advisory board may elect an executive committee of not fewer than six (6) members who, in intervals between meetings of the advisory board, may transact such business as the advisory board may authorize from time to time by resolution at a regularly scheduled meeting. The advisory board may delegate to such executive committee all the authority of the advisory board, except as limited by law or by the resolution establishing the executive committee or by any other resolution thereafter adopted by the advisory board.

SECTION 5.2 Other Committees. The advisory board, by resolution adopted by a majority of the members in office, may designate and appoint one or more committees as the advisory board deems necessary, each of which shall consist of one or more advisory board members and such other persons as designated by advisory board resolution. A committee shall have and may exercise all of the authority of the advisory board as shall be provided by the resolution establishing the committee except as otherwise required by law. Vacancies in the membership of a committee shall be filled by resolution adopted by the advisory board members then in office. Members of a



committee may be removed from membership on such committee, with or without cause, by resolution adopted by the advisory board. So far as practicable, the provisions of these Bylaws relating to the convening and conduct of meetings of the advisory board shall govern the convening and conduct of meetings of the committee.

Article VI

REPORTING

SECTION 6.1 Reporting. The advisory board shall submit a report on the innovation economy action plan developed under subsection 1.2(a) to the Maine Economic Growth Council by the first Wednesday in March every five (5) years, beginning in 2010. The advisory board shall submit a progress report on the innovation economy action plan to the joint standing committee of the Legislature having jurisdiction over business, research and economic development matters and to the Governor by the first Wednesday in March of each year, beginning in 2008.

Article VII

GENERAL

SECTION 7.1 Staff Support. The Department of Economic and Community Development (DECD), Office of Innovation shall provide staff support to the advisory board to carry out duties described in [Title 10, section 949](#). Additional staff support shall be made available by the Maine Technology Institute and the University of Maine to augment support provided by DECD.

SECTION 7.2 Amendment to Bylaws. These Bylaws may be amended or repealed, and new Bylaws may be adopted, by the affirmative vote of a majority of the advisory board members then in office. Specific notice of proposed action shall be given in writing to all advisory board members, either setting out the text of the proposed adoption, amendment, repeal, or restatement, or summarizing the changes to be effected by such action.

SECTION 7.3 Interpretation. Headings and captions used herein are inserted for convenience only and shall not be used to construe the scope or content of any provision. Whenever used herein, the masculine gender shall include the feminine and neuter genders, as the context requires. In the case of any ambiguity or other question concerning interpretation of these Bylaws, the good faith interpretation of the advisory board, acting by the affirmative vote of a majority of the advisory board members then in office, shall be binding for all purposes.



Bylaw History:

11/28/2023: Original Bylaws adopted (Version 1.0).

