

RESOLUTION NO. 2584

Introduced by All Commissioners

AMENDING RESOLUTION NO. 2471; REDUCING THE NUMBER OF COMMUNITY
CENTER ADVISORY BOARD TO FIVE (5) MEMBERS

WHEREAS, Resolution No. 2471 adopted the Community Center Advisory Board Bylaws setting the number of board members at seven (7); and

WHEREAS, on November 24, 2020, the City Commission of the City of Warrenton voted unanimously to reduce the number of members on the Community Center Advisory Board from seven (7) members to five (5); and

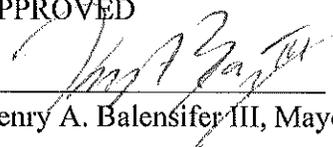
WHEREAS, Article III, Sections 1 and 4 of the Community Center Advisory Board Bylaws, attached hereto as Exhibit A, shall be amended to reflect the reduction in board members;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Warrenton that the Community Center Advisory Board shall consist of five (5) members.

Adopted by the City Commission of the City of Warrenton this 8th day of December 2020.

This resolution shall be effective on January 1, 2021.

APPROVED


Henry A. Balensifer III, Mayor

ATTEST


Dawne Shaw, CMC, City Recorder

Exhibit A

CITY OF WARRENTON

COMMUNITY CENTER ADVISORY BOARD

BY-LAWS

ARTICLE I: ORGANIZATION

The name of the organization shall be the Community Center Board (advisory board)

ARTICLE II: PURPOSE

The following is the stated purpose for the advisory board:

The goal of the Community Center Advisory Board is to represent the Center on Behalf of the City of Warrenton, within the local communities and to provide yearly community gatherings for breakfast at Easter and Christmas.

ARTICLE III: ADVISORY BOARD

SECTION 1: The advisory board shall consist of seven (7) members.

SECTION 2: The membership of the advisory board will live/work within the Warrenton School District and will be appointed at-large members by the Mayor, with the concurrence of the City Commissioners.

SECTION 3: All members of the advisory board appointed shall serve a term of four (4) years. All vacancies shall be filled for the unexpired term.

SECTION 4: Membership to the advisory board is seven (7). Members vacating their position may continue on the advisory board until their replacement has been appointed by the city.

SECTION 5: No member of the advisory board shall receive any compensation for service as a member of the board.

ARTICLE IV: VACANCIES AND REMOVAL

SECTION 1: A member of the advisory board may resign at any time by delivery of a written notice to the board's Chairman. All vacancies created by written resignation, death or removal will be filled by the city.

SECTION 2: Members of the advisory board may remove an individual member for the following reasons:

- a. Neglect or inefficiency of duty;
- b. Misconduct in office; or
- c. No longer resides/works within the city's jurisdiction

SECTION 3: The member being removed shall receive a written notice of their removal and the reason the action is being taken. The member will be given ten (10) days to dispute the action.

SECTION 4: The failure of any member to appear at two (2) consecutive meetings without prior excuse shall be deemed the resignation of the member.

ARTICLE V: CONFLICT OF INTEREST

SECTION 1: No member of the advisory board shall acquire an interest in the center, in any property included or planned to be included in the project.

ARTICLE VI: OFFICES

Officers of the advisory board shall be the Chairman, Vice Chairman and Secretary.

SECTION 1: Chairman: Shall preside at all meetings of the advisory board; the Chairman or designee shall provide notices of the meetings to the members, all special meetings as needed, sign meeting minutes and correspondence. The Chairman shall act as the board's contact with the Financial Manager, Mayor City Manager or the City Commissioners.

SECTION 2: Vice Chairman: Shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of a resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the advisory board shall select a new Chairman.

SECTION 3: Secretary: Shall keep records of the advisory board and perform duties incident to this office.

SECTION 4: Financial Manager: at least once a year, November through May, the City's Financial Manager shall prepare, for the advisory board and the City Commissioners, a financial report of the center's activities for the preceding year.

SECTION 5: Election of Officers: Officers of the advisory board shall be elected from the current members, by vote, at the annual meeting. The elected officers shall hold office for one year or until their successors have been elected. Individual officers will be nominated; a slate of officers may be presented and approved by "unanimous acclamation".

SECTION 6: Vacancies: Should the offices of the Chairman, Vice Chairman, or Secretary become vacant, the board shall elect a successor from the current membership at the next regular meeting, and such election shall be for the unexpired term of the office.

ARTICLE VII: MEETINGS

SECTION 1: The annual meeting of the advisory board shall be held, prior to the regularly scheduled monthly meeting, in January of each year for the purpose of electing officers.

SECTION 2: The regular meetings shall be held at the Warrenton Community Center unless the center has been rented for that time period. If the center has been rented, the meeting will be held at the City of Warrenton offices or a designated place as may from time to time be determined by the membership.

SECTION 3: Special meetings may be called by the Chairman or the City of Warrenton's Financial Director when deemed expedient or upon a request of two (2) members of the advisory board.

SECTION 4: The Chairman or designee shall give notice of each meeting to the members not less than seven to ten (7-10) days before the meeting.

SECTION 5: The board shall meet the months of November, December, January, February, March, April and May, on the third Thursday, at 4:00 PM.

SECTION 6: A majority of the members of the board shall constitute a quorum for its business. If a vote is required, the concurrence of a majority of the members of the board present at a board meeting shall be necessary to decide any question before the board.

SECTION 7: Order of Business: The following shall be the order of business at regular meetings of the advisory board: Call to Order, Roll Call, Approval of the Minutes, Public Comment, Finance Report, Old Business, New Business, Correspondence, Next Meeting, and Adjourned.

Revised 12/08/16

Introduced by all City Commissioners

CREATING A COMMUNITY CENTER ADVISORY BOARD AND PROVIDING RULES FOR OPERATION THEREOF

The Warrenton City Commission resolves:

There is hereby established an advisory board of the City Commission to be known as the Community Center Board, and rules therefor are:

A. The board shall consist of ^{Seven} ~~five~~ (5) members. At its first meeting, the members shall draw for length of term by lot:

- Position Number 1 shall expire on 31 December 1988;
- Position Number 2 shall expire on 31 December 1989;
- Position Number 3 shall expire on 31 December 1990;
- Position Numbers 4 and 5 shall expire on 31 December 1991.

B. All members of the board appointed thereafter shall serve a term of four (4) years, with the term of at least one board member expiring each year.

C. The membership of the board shall be appointed at-large by the Mayor, with the concurrence of the City Commission.

D. ~~Membership to the board is limited to two successive terms.~~

E. No member of the board shall receive any compensation for service as a member of the board.

F. The board shall elect a chairman at its first meeting, to serve until January 1989. The board shall thereafter annually elect a chairman and such other officers as it may deem appropriate for conducting its business.

G. The board shall meet at least monthly, on the ^{Oct-May third Thurs.} ~~second Tuesday~~, at ^{4:00 pm} ~~12:00 Noon~~. The failure of any member to appear at two consecutive regular meetings of the board; without prior excuse, shall be deemed the resignation of that member. A successor shall then be appointed to complete the remaining portion of the term.

H. The board may adopt by-laws or other rules of procedure for conducting its business and may create committees, as appropriate, such as "Policy", "Building and Grounds" and "Ways and Means".

I. The quorum of the board shall be ~~three~~ ^{See Res. 2372 amendments} (3) members.