



Charter Township of Orion Parks & Recreation Advisory Committee

Bylaws

Section 1 - Name

The name of this organization shall be the "Parks & Recreation Advisory Committee".

Section 2 – Purpose

The purpose of this Committee is to communicate with, and forward recommendations to, the Parks Director, Community Programs Director, and/or the Charter Township of Orion Board on programming selection, program coordination, facility development, land acquisition, staffing and funding.

Section 3 - Members

The Committee shall be composed of nine (9) voting members: All members must be residents of Orion Township. One voting member shall be a Charter Township of Orion Board member. Members shall be of diverse interest and demographics and shall be appointed by the Charter Township of Orion Board. The Committee may appoint non-voting members.

Any member of the Committee may be removed by the Charter Township of Orion Board with cause by his/her unexcused absence of three (3) meetings during a single three year term without notice or telephone call to the Parks & Recreation Department. The Chairperson shall request that a member be asked to resign,

In the event a vacancy is created on the Committee, either by resignation or an inability to perform the functions of this office, a replacement will be appointed by the Charter Township of Orion Board to fill that vacancy.

Section 4 – Offices

Chairperson: The Chairperson may establish committees, shall preside at all meetings, and shall present an annual, mid-year report to the Charter Township of Orion Board.

Vice-Chairperson: The Vice-Chairperson shall act in the absence of the Chairperson. The Vice Chairperson shall be responsible for periodically reviewing the condition of parks and recreation facilities and giving a mid-year report regarding such facilities to the Committee.

Secretary: The Secretary shall act in the absence of the Chairperson and the Vice-Chairperson. The Secretary shall keep the minutes of all the Committee meetings and forward a copy of them to the Supervisor's Office. The Secretary shall also keep all other records of the Committee. Upon adoption of the minutes by a majority vote of the Committee, the Secretary shall have the authority to sign all minutes, and these minutes shall become a public record and a copy shall be forwarded to the Township Clerk's office for distribution to the Township Board.

The Charter Township of Orion Board members shall be prohibited from holding an officer position.

Section 5 - Terms

Terms of members are three years.

The officers of the Committee shall be elected each year for one-year terms, by the Committee, at the first regular meeting in January. The new elected officers are to preside at the next meeting and shall hold office until their successors' are elected and assume office in the next year.

Section 6 – Meetings

The regular meeting of the Committee shall be held on the third Thursday of even months beginning at 6:00 p.m. Adjourned or special meetings may be held at any time or place established by the Committee. The Chairperson, Parks Director, or any four (4) Committee members may call special meetings. Meeting will be limited to two (2) hours in length with a majority vote required to extend the meeting.

Section 7 - Quorum

For the transaction of ordinary business, at any Regular, Adjourned or Special Meeting, four (4) members shall constitute a quorum. An affirmative vote of at least four (4) members of the Committee shall be necessary in order to make a decision.

Section 8 - Amendment of Bylaws

Changes to these Bylaws may be made or added to by the affirmative vote of five (5) out of nine (9) members.