

Greenbelt Arts Advisory Board Report 19-2
August 13, 2018

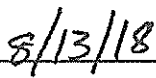
Subject: Request to Amend Arts Advisory Board By-Laws

At the August 7, 2018 meeting of the Greenbelt Arts Advisory Board, members unanimously voted to update the Board's by-laws as indicated in the enclosed draft. Council approval is requested for these changes.

All changes received two prior readings as required at regular meetings of the Board. Portions of the changes recommended here were approved by AAB at different times. For details, please refer as needed to the minutes for: August 1, 2017; November 7, 2017; March 6, 2018; July 10, 2018; and August 7, 2018.



Anna Socrates, Chair Elect, on behalf of AAB



Date

City of Greenbelt
Arts Advisory Board

Bylaws
Updated August 7, 2018

Article 1: Name of the Board

Section 1: The name of the board is the Arts Advisory Board.

Article 2: Purpose

Section 1: The purpose of this Board is to serve the interest of the Arts Community and Citizens of Greenbelt, Maryland, in accordance with City Council Resolution 1154.

Article 3: Rules of Order

Section 1: Robert's Rules of Order shall govern in the conduct of all meetings.

Article 4: Membership

Section 1: The membership (which is appointed by the City Council) shall be composed of nine seven to eleven citizen members plus the Arts Coordinator Supervisor as a non-voting member.

Section 2: The term of membership shall be three years.

Section 3: Unexcused absence from three consecutive meetings or five meetings missed in a calendar year shall render a member eligible for removal from the Board. Board members shall vote on the circumstances involved.

Section 4: When such a vote is taken, the subject member shall be notified before the next meeting.

Section 5: City Council shall be notified as soon as such a circumstance exists.

Article 5: Officers

Section 1: The officers of the Board shall be a chairperson, chair-elect and secretary.

Section 2: The term for holding office shall be one year.

Section 3: The election of officers shall take place at the September meeting and officers shall assume duties at the next meeting.

Article 6: Meetings

Section 1: A simple majority of the voting Board members shall constitute a quorum; in the absence of a quorum the chair may designate a date at which business may be conducted in the absence of a quorum, the notice of that date to be mailed sent to the Board members at least two weeks in advance.

Section 2: The Board shall ~~meet at least nine times a year.~~ reserve a standard monthly meeting date and convene as needed at the discretion of the chair with the input of the members.

Section 3: The minutes of each meeting and announcements of upcoming meetings will be mailed sent in a timely fashion to each member before the next meeting.

Article 7: Voting

Section 1: Any vote taken by the Board shall need a majority of voting members present to pass.

Section 2: The number of votes for, against, and abstentions on any contested motion shall be recorded in the minutes of the meeting.

Article 8: Special Committees

Section 1: The Chairperson shall designate standing or special committees and name members to these committees.

Article 9: Communications with City Council

Section 1: All reports of the Board to the City Council shall be made in writing with copies sent to Board members.

Article 10: Amendments

Section 1: After amendment changes have been read at two ~~monthly~~ consecutive meetings, the By-laws may be amended by a vote taken at the third ~~monthly~~ consecutive meeting.