

BYLAWS OF THE WRIGHTSVILLE BEACH PARKS AND RECREATION ADVISORY COMMITTEE

APPROVED BY THE BOARD OF ALDERMEN APRIL 9, 2009

ARTICLE I:

A. MEETINGS

1. Organizational Meeting

On the date and at the time of the first regular meeting in February following Board of Aldermen appointments to the Parks and Recreation Advisory Committee, the newly appointed members shall take and subscribe the oath of office in accordance with NCGS 160A-61 as the first order of new business. As the second order of business, the Committee shall elect from its members, a Chairman and a Vice Chairman who shall hold these offices until the next organizational meeting.

2. Regular Meetings

The Committee shall hold regular meetings on the first Monday of each month at 4:00 p.m. in the Fran Russ Recreation Center. A copy of the Committee's current meeting schedule shall be filed with the Town Clerk. Revisions to the current meeting schedule shall be in accordance with Section 32.28 of the Wrightsville Beach Code of Ordinances.

3. Special Meetings

Special meetings shall be called only in accordance with Section 32.38 of the Wrightsville Beach Code of Ordinances.

4. Public Notice of Meetings

Public notice shall be given for all meetings in accordance with Article 33C, Chapter 143 of the North Carolina General Statutes.

ARTICLE II.

A. AGENDA FORMAT

1. The Parks and Recreation Advisory Committee's agenda shall follow the following format:

- a. Call to Order
- b. Approval of Minutes of previous meeting
- c. Old business
- d. New business
- e. Other business from the Chairman
- f. Other business from the Committee members
- g. Other business from staff
- h. Adjournment

ARTICLE III.

A. OFFICE OF CHAIRMAN

The Parks and Recreation Advisory Committee Chairman shall preside at all meetings in accordance with Section 32.42 of the Wrightsville Beach Code of Ordinances and shall operate the meeting under Robert's Rules of Order.

B. OFFICE OF VICE CHAIRMAN

The Parks and Recreation Advisory Committee Vice Chairman shall have all duties and powers of the Chairman in the Chairman's absence in accordance with Section 32.42 of the Wrightsville Beach Code of Ordinances.

ARTICLE IV.

A. VOTING

Parks and Recreation Advisory Committee members may be recused from voting on a motion if recused by the other Committee members for conflict of interest (NCGS 14-234, NCGS 160A-275).

In accordance with NCGS 160A-75, a failure to vote by a member who is present or who, having been present has left the meeting without being excused, shall be deemed an affirmative vote and shall be so recorded.

ARTICLE V.

A. QUORUM

A majority of the actual membership of the Parks and Recreation Advisory Committee, excluding vacant seats, shall constitute a quorum in accordance with NCGS 160A-74 and Section 32.38 of the Wrightsville Beach Code of Ordinances. A member who has withdrawn from a meeting without being excused by a majority vote of the remaining members present shall be counted as present for purposes of determining whether a quorum is present.

ARTICLE VI.

A. MINUTES

Minutes of the proceedings of every meeting shall be kept by the Parks and Recreation Advisory Committee Secretary with copies furnished to the Board of Aldermen in accordance with Section 32.42 of the Wrightsville Beach Code of Ordinances.

ARTICLE VII.

A. ATTENDANCE

Parks and Recreation Advisory Committee members' attendance shall be in accordance with Section 32.39 of the Wrightsville Beach Code of Ordinances.

Previous revisions approved by the Board of Aldermen February 8, 2007.