

DRAFT

HENDERSON COUNTY CEMETERY ADVISORY COMMITTEE

-CHARTER-

What is the Committee's purpose?

- Under the supervision of the Board of Commissioners and with the assistance of County staff, the Committee is responsible for the development, organization, and supervise an "Adopt-A-Cemetery" program for Henderson County.
- Assist the Board of Commissioners and County staff in identifying and coordinating the upkeep and maintenance of abandoned public cemeteries.
- Monitor and update the list of Henderson County cemeteries.
- Under the supervision of the Board of Commissioners and with the assistance of County staff, respond to suggestions or complaints regarding Henderson County cemeteries.
- Attempt to identify unmarked and/or lost grave sites and consider marking with appropriate identification.

To whom will the Committee report?

Board of Commissioners

Who will serve as staff to the Committee?

County Manager and Staff
Legal Department

What is the duration of the Committee's existence?

Ongoing

What parameters must the Committee work within?

All NC General Statutes
NC Open Meetings and Public Records Laws
Minutes must be provided to the Board of Commissioners

Will the Committee give periodic reports on its activities?

Yes, annually to the Board of Commissioners

What is the make-up of the Committee?

The Committee shall be made up of nine members. The Board of Commissioners reserves the right to choose the Committee's Chair.