

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: November 16, 2011

SUBJECT: Youth Council for Henderson County

PRESENTER: Denise Sherrill

ATTACHMENTS: Yes

1. Henderson County Youth Council Bylaws
2. Henderson County Youth Council Advisory Committee Bylaws

SUMMARY OF REQUEST:

Rachel Goodson, Drue Stinnett, Kristen Keck and Lenora Mathis have worked with Staff at Cooperative Extension to form a Youth Council for Henderson County. They will present a request that the Board approve a Youth Council Advisory Committee. The purpose of the Advisory Committee to the Henderson County Youth Council is to oversee the Youth Council, make suggestions to youth council officers and advisors, and help the Youth Council to work effectively.

BOARD ACTION REQUESTED:

The Board is requested to approve the bylaws for the Henderson County Youth Council.

The Board is further requested to approve the Youth Council Advisory Committee for Henderson County, and to adopt the bylaws as proposed.

Suggested Motion:

I move that the Board approve the Bylaws for the Henderson County Youth Council. I further move the Board approve the Youth Council Advisory Committee and adopt their bylaws as proposed.

Henderson County Youth Council ADVISORY COMMITTEE BYLAWS Created October 2011

Purpose

The purpose of the Advisory Committee to the Henderson County Youth Council is to help the Youth Council to work effectively, and to make suggestions to Youth Council officers and leaders. The Advisory Committee is an arm of the Youth Council, and will operate under the direction of the Youth Council.

The purposes and duties of the Advisory Committee shall be to:

1. Help identify issues about which youth in Henderson County should learn, and form opinions.
2. Help identify potential candidates for the youth council and for youth council leaders.
3. Participate in developing community understanding and support for the youth council.
4. Assist in the development of long-range goals for the youth council.
5. Review special project requests.
6. Assist in the establishment of standards for applicants for youth council members and leaders.

Membership

The Advisory Committee will consist of a minimum of five members and a maximum of nine members.

Appointments to the Advisory Committee shall be made from a list of concerned citizens in the community who value the involvement of youth in Henderson County. This list includes: teachers or other educators; the Chamber of Commerce, the Voices for Youth Committee, the League of Women Voters, Kiwanis of Hendersonville, Rotary Club of Hendersonville, Blue Ridge Community College, and the Civitan Club of Hendersonville.

Each appointment of an Advisory Committee member shall be for three years, except when the appointment is to fill an unexpired term. The first year appointments will be for one year, two years, and three years of service.

Two-thirds of the members will be retained each year, with none serving more than three successive years, and one year will expire before any outgoing member may be reappointed for a full term after serving the unexpired term of a member who has left the committee.

One-third of the total membership shall be appointed each year.

New Advisory Committee members will be invited to the May meeting of the Youth Council. The term of a new committee member shall begin with the orientation meeting of the Youth Council.

An individual will automatically lose membership in the committee if s(he) fails to attend three successive meetings without presenting in advance to the chairman of the committee a valid reason for his/her absence.

Officers and Their Duties

The officers shall be a Chairman and a Vice-Chairman

Officers shall be elected annually by a majority vote of the committee members at the annual meeting.

After the first year of the committee, the Chairman shall be elected from among those members who have served on the Advisory Committee for at least one year. His/her duties shall be:

- a. To preside at the meetings of the Advisory Committee;
- b. To prepare agendas for the meetings;
- c. To appoint special subcommittees, which may include persons other than Advisory Committee members;
- d. Determine the number of Advisory Committee positions that need to be filled each year; and
- e. Request applications for membership on the Advisory Committee each year from the organizations listed under "Membership" (This includes publicizing the application process in the newspaper and on appropriate websites.).

The Vice-Chairman shall:

- a. Perform the duties of the Chairman in his/her absence;
- b. Chair the committee that selects new applicants for the Advisory Committee;
- c. Communicate the acceptance or rejection to applicants to the Youth Council Advisory Committee; and
- d. Oversee new members' orientation to the Advisory Committee.

Confidentiality

All Committee members and volunteers must respect the guarantee of confidentiality.

Subcommittees

As the need for standing and special subcommittees arises, such subcommittees may be appointed by the Chairman.

One person from the Advisory Committee will serve on the selection committee for the Youth Council.

A subcommittee of the Youth Council Advisory Committee will solicit and review applications for potential candidates for the Youth Council Leader. The principal is the primary contact person with the high schools.

Subcommittees shall report regularly to the Secretary of the Youth Council.

A subcommittee will automatically be discharged upon accomplishing the task(s) for which it was established.

Amendments

The bylaws may be amended or added to by a two-thirds majority vote of active members at any regular advisory committee meeting.

Rules of Order

The meetings and activities of this advisory committee shall be conducted according to Robert's Rules of Order, except as otherwise provided by these bylaws.

Timeline

Requests for applications shall be sent to the civic clubs and other organizations listed in "Membership" in March of each year.

Applications will be due in April.

The Vice Chairman will meet with a sub-committee of the Advisory Committee to review and select applications. The Vice Chairman will contact all applicants, and invite those who are accepted to the May meeting of the Youth Council, and to the Youth Council Orientation.

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