

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: June 24, 2015

SUBJECT: Walk of Fame Steering Committee - Revised Charter

PRESENTER: Amy Brantley

ATTACHMENTS: Yes

1. Letter from City of Hendersonville
2. Draft Charter and By-Laws

SUMMARY OF REQUEST:

At the February 2, 2015 Board of Commissioners Meeting, Tom Orr presented for the Board's consideration, the concept for a "Walk of Fame" Committee. The purpose of the Committee would be to determine a means by which to recognize outstanding contributors to the growth and development of Henderson County.

At the April 15, 2015 Meeting, the Board approved a draft charter, and directed Staff to continue to work with the City of Hendersonville as needed to get the Committee established. The City of Hendersonville has since discussed the proposal, and has requested that the Bylaws and Rules of Procedure be amended to replace the Heritage Museum appointee, and allow the City of Hendersonville three members. With the Walk primarily being located in Downtown Hendersonville, City resources would be needed to install and maintain any proposed plaques of monuments.

BOARD ACTION REQUESTED:

The Board is requested to review the revised Charter and By-Laws, and direct Staff as necessary.

Suggested Motion(s):

I move the Board approve the revised Charter and By-Laws for the Walk of Fame Steering Committee, and authorize Staff to continue to work with the City of Hendersonville.

CITY COUNCIL:
BARBARA G. VOLK
Mayor
RON STEPHENS
Mayor Pro Tem
STEVE CARAKER
JERRY A. SMITH, JR.
JEFF MILLER

CITY OF HENDERSONVILLE
The City of Four Seasons

OFFICERS:
JOHN F. CONNET
City Manager
SAMUEL H. FRITSCHNER
City Attorney
TAMMIE K. DRAKE
City Clerk

ADMINISTRATION

June 10, 2015

Ms. Amy Brantley, Assistant County Manager
Henderson County
1 Historic Courthouse Square, Suite #2
Hendersonville, NC 28792

Dear Ms. Brantley:

Please allow this letter to serve as a follow up to our discussion on Tuesday, June 8, 2015, regarding the proposed Walk of Fame Committee.

The Hendersonville City Council has requested that the Bylaws and Rules of Procedure for the Walk of Fame Committee be amended to allow the City of Hendersonville to appoint three members of the committee. It has been suggested that the Henderson County Heritage Museum appointment be given to the City of Hendersonville. We make this request, because it is our understanding that the Walk of Fame will be primarily located in Downtown Hendersonville and as such City resources will be needed to install and maintain any proposed recognition plaques or monuments.

If Henderson County is amenable to this change, I would humbly request that we place the amended Bylaws on our next available governing board agendas. This will allow this committee to be formed and begin work to recognize the founding members of our community.

Thank you for your assistance in this matter. If you have any questions or need additional information, please feel free to contact me at (828) 233-3201.

Sincerely,



John F. Connet
City Manager

WALK OF FAME STEERING COMMITTEE

CHARTER

The Walk of Fame Steering Committee is established to recognize outstanding contributors to the growth and development of Henderson County.

The duration of the committee shall be perpetual.

BYLAWS AND RULES OF PROCEDURE

Pursuant to the Henderson County Code, § 3-31. Bylaws of Boards or Committees. Bylaws drafted by any board of committee must be presented for approval by the Henderson County Board of Commissioners prior to adoption, unless otherwise provided by law.

I. NAME

Walk of Fame Steering Committee

II. PURPOSE

The purpose of this committee is to advise the Board of Commissioners and Hendersonville City Council on matters related to a Walk of Fame. The Committee shall act in the following manner:

- Determine the logistics of establishing a Walk of Fame in downtown Hendersonville. The Walk of Fame will recognize outstanding contributors to the growth and development of Henderson County.
- Identify the disciplines for which people would be recognized. For example: agriculture, education, cultural arts, industry, government, health care, commerce and special services.
- Establish the qualifications for recognition within each of the identified disciplines.
- Determine a procedure for setting up a selection committee
- Establish the means of recognition
- Identify a means of establishing sponsorships/funding mechanisms for expenses related to the project.

III. MEMBERSHIP

- a. The Walk of Fame Steering Committee shall be comprised of five (5) voting members. Two (2) appointed by the Board of Commissioners, three (3) appointed by the Hendersonville City Council.

- b. Terms shall be for a length of three years. In order to establish a staggering of the terms, the initial expiration dates of the membership shall be as follows:
 - 1. Position 1 – June 30, 2018 (Hendersonville)
 - 2. Position 2 – June 30, 2017 (Henderson County)
 - 3. Position 3 – June 30, 2016 (Hendersonville)
 - 4. Position 4 – June 30, 2018 (Henderson County)
 - 5. Position 5 – June 30, 2017 (Hendersonville)
- c. Any vacancy on the Committee shall be filled at the earliest convenience by the appointing authority.
- d. Members missing three (3) consecutive regular meeting in a calendar year will be subject to an appointment review by the appointing authority to determine is removal of the member is necessary or not, in light of the circumstances that are existing at that time.
- e. If for any reason a member must be replaced, the replacement member shall serve for the remainder of the unfilled term of the departing member.

IV. MEETINGS AND VOTING

Meetings shall be held at the time and place determined by the Walk of Fame Committee. Special meetings may be requested by the Chairman, or by a majority vote of the Committee. Written or phone notice of such a meeting shall be given to members at least three days prior to the meeting.

A quorum shall consist of the majority of members present at a meeting, and shall be considered an act of the Walk of Fame Committee.

Each member is entitled to one vote, with voting governed by parliamentary procedure according to Robert's Rules of Order.

All meetings shall be open to the general public.

V. OFFICERS

The appointment of the Chair shall alternate between the City and the County, with the City making the appointment in odd numbered years, and the County making the appointment in even numbered years. The governing body making the appointment shall not be limited to their appointed members, but may select any one of the five members to serve as Chair. The Chair will preside over all meetings and decide all points of order and procedure. The Chair will be the official spokesperson of the Walk of Fame Committee.

The Committee will elect a Vice-Chair and other officers as deemed necessary. The Vice-Chair will carry out the Chair's duties in case of absence, incapacity, or resignation.

No member shall receive any salary or compensation for his or her services.

VI. DUTIES OF THE MEMBERS

The Walk of Fame Steering Committee must work within the following parameters:

- a. North Carolina Open Meetings and Public Records Laws
- b. Projects must ultimately be approved by both the Board of Commissioners and Hendersonville City Council.

The Committee will report to the Board of Commissioners, and Hendersonville City Council.

The Chairman shall have general supervision and control of the business and affairs of the Committee. Minutes shall be kept at all meetings, and be provided to the appointing authority upon request.