

Essex Junction Recreation and Parks Recreation Advisory Council PURPOSE STATEMENT



Approved by the Recreation and Parks Advisory Council: May 1, 2008
Last Amended: May 26, 2011

PURPOSE

The Essex Junction Recreation and Parks Advisory Council (Advisory Council) will serve in an advisory capacity to the Department's administrative staff in the development, maintenance, and stewardship of a comprehensive system of leisure and recreational services as provided by the Essex Junction Recreation and Parks Department (EJRP).

FOCUS

The Advisory Council will serve as the liaison to the community of Essex Junction and will review all aspects of EJRP; including, but not limited to: programs, park and facility needs, and strategic and financial planning. Advisory Council members will assist at recreation related community events and seek to involve other community volunteers.

The Recreation Advisory Council shall communicate directly to the Prudential Committee (PC) and Board of Trustees (BoT) on issues of interest to the PC and BoT through their ex officio members and in advance of the semi-annual meetings between the two governing boards.

MEMBERSHIP

The Advisory Council shall consist of nine (9) voting members, including the following: six adult community representatives, one youth, one member of the Prudential Committee, and one member of the Board of Trustees.

The terms of the six adult members shall be for three years, beginning on July 1 and terminating on June 30 of the year the term expires. Members will be eligible for reappointment and there are no limits on the number of terms any resident may serve. Terms must be filled by residents of the Village of Essex Junction, and staggered so that two terms expire each year. Upon expiration of these terms, the Essex Junction School District (EJSD) and the Village shall each appoint one member, none of whom shall be members of the Parties' respective governing boards. There shall also be a youth member, appointed by the EJSD governing body, who shall serve a one year term. Any vacancies for unexpired terms shall be filled by the Advisory Council for the remainder of the year, at which time the appropriate governing board will appoint a successor for the remainder of the term. From time to time the Council, at its own discretion, may ask representatives of the community to participate in discussions.

OFFICERS

Officers of the Advisory Council shall be a Chairperson and Secretary. Other officers may be appointed as necessary to carry out the work of the Council. No two offices may be held by the same person. The officers shall be chosen at the July meeting by the Council, or as soon as possible thereafter, and shall serve for a term of one year. Officers shall hold office until their successor has been selected. The Chairperson shall preside at meetings of the Advisory Council and represent the Advisory Council at public meetings. The Secretary shall keep a record of the meetings in the form of minutes. These minutes will be available at the Recreation and Parks Department.

VOTING

Each member shall be entitled to one vote. Approval of any matter requires an affirmative vote from the majority of the members present, provided a quorum of five (5) voting members is present and voting.

TERMINATION OF MEMBERSHIP

Any member of the Council may be removed at any time by a majority vote of the Advisory Council.

MEETINGS OF MEMBERS

The Advisory Council will meet monthly, with at least ten meetings annually.

AD HOC COMMITTEES

The Council may create such ad hoc committees as the business of the Council may require.

AMENDMENT

This document may be amended at an Advisory Council's regularly scheduled meeting, with two-thirds (2/3) vote of approval, provided a quorum is present.