

TITLE 2

BOARDS AND COMMISSIONS, ETC.

CHAPTER

1. RECREATION ADVISORY BOARD.

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RECREATION ADVISORY BOARD

SECTION

2-101. Creation of board.

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2-101. Creation of board. (1) Establishment. The Spencer Recreation Board is established in accordance with Tennessee Code Annotated, § 11-24-103.

(2) Office of board. The office of the Spencer Recreation Board shall be at the Spencer City Hall, or such other duly authorized place where the official records of the recreation board shall be maintained and where the board shall meet.

(3) Membership. The membership of this board shall be composed of six (6) persons. One (1) member shall be the Mayor of Spencer or a member of the board of mayor and aldermen designated by the mayor to represent him. One (1) member shall be the Van Buren County School Superintendent or a member of the school board designated to represent him. Designated members shall serve for terms coterminous with their elected service. Four (4) members shall be at-large members appointed by the Mayor of Spencer. The terms of the at-large members shall be four (4) years except terms of those first appointed shall be arranged so that one (1) expires each year.

(4) Vacancies. Any vacancy in membership shall be filled for the unexpired term by the chief executive officer of the municipality.

2-102. Officers. (1) Officers. The officers of the board shall be a chairman, vice-chairman and secretary.

(2) Elections. The officers of the board shall be elected at the annual meeting of the recreation board. All officers shall serve for terms of one (1) year, with eligibility for reelection.

(3) Chairman. The chairman shall preside at all meetings of the board and shall perform such other duties as the commission shall authorize. The chairman shall exercise his voice and vote as a member of the commission.

(4) Vice-chairman. In the absence of the chairman, the vice-chairman shall assume the duties of the chairman.

(5) Secretary. The secretary shall keep all minutes of the board, handle correspondence and sign all resolutions and documents of the board.

(6) Vacancies. Should the office of vice-chairman become vacant, the board shall elect a successor to this position.

2-103. Meetings. (1) Regular meetings. Regular meetings of the board shall be held bimonthly on the first Tuesday of the month at 6:00 P.M. in the months of January; March, May, July, September, and November, unless no business is pending, in which case no meeting shall be held.

(2) Annual meetings. The annual meeting of the Spencer Recreation Board shall be held on the first Tuesday of May. The purpose of this annual meeting shall be to elect officers of the board in the manner provided under § 2-102.

(3) Special meetings. Special meetings may be called by the chairman, provided that at least two (2) days' notice of such meeting is given to each member.

(4) Quorum. A quorum shall consist of four (4) members. Concurring votes of a majority of the board shall be required to approve final action on any matter.

(5) Order of business. The order of business at all meetings of the board shall be as follows:

- (a) Roll call;
- (b) Reading of minutes of previous meeting;
- (c) Unfinished business; and
- (d) New business.

2-104. Functions and powers of the board. (1) Functions. The board shall perform those duties granted recreation advisory boards in Tennessee Code Annotated, § 11-24-103.

(2) Purpose. The primary purpose of the board is to advise the Spencer Board of Mayor and Aldermen on all matters pertaining to the recreation facilities and programs of the Town of Spencer.

2-105. Records. (1) Minutes and decisions. A file of all minutes, decisions and recommendations of the recreation board shall be kept at the Spencer City Hall.

(2) Public records. All records of the board shall be a public record.