

ATHENS-CLARKE COUNTY LEISURE SERVICES CITIZEN ADVISORY BOARD

I. Purpose:

It is the basic function of the Leisure Services Department Citizen Advisory Board to promote park, recreation, and leisure opportunities for residents of Athens-Clarke County and serve as an advisory body to the Leisure Services Department on recreation facilities, programs, and activities.

II. Definitions:

1. recreation is defined to mean those activities which fall within the general classification of the arts, athletics, sports and games, nature and environmental services, social recreation, special community events and activities, and volunteer services.
2. recreation facilities are defined to mean the outdoor and indoor areas and structures on or in which people derive their opportunity for the pursuit of happiness through recreation, which are owned, leased, borrowed, controlled, or operated by Athens-Clarke County.

III. Board Members:

1. The members of the Leisure Services Board shall be composed of thirteen (13) residents of Athens-Clarke County. Seven (7) members of the leisure services board shall be selected from residents of Athens-Clarke County by the Leisure Services Department Director with the approval of the Manager's Office. Also, the chairperson from each of the six (6) affiliated citizen advisory organizations (Greenway Commission, Morton Theatre Corporation, Lyndon House Arts Foundation, SCNC, Inc., Friends of ACT, and PRIDE) directly related to department services will serve on the leisure services board.
2. Each leisure services board member will be appointed to serve one (1) three (3) year term and will be eligible, with reappointment, to serve only one (1) additional consecutive three (3) year term. Appointments of the affiliated advisory organization's chairperson are dependent on the terms of service outlined in their by-laws. Initial appointments will be arranged so that three (3) of the terms will expire each year. Vacancies occurring on the board by death, resignation, or otherwise, will be filled for the unexpired terms.
3. Board member representation will include one member each representing geographic equity (zip codes, voting districts, planning districts, at-large) and six (6) members from the affiliated citizen advisory organizations directly related to department services.
4. Members of the leisure services board shall receive no compensation for their services as board members.
5. The leisure services director or his designee shall serve the leisure services board in an advisory capacity.

IV. Powers and Duties:

1. To serve as liaison between the Leisure Services Department and residents of Athens-Clarke County;

2. To establish such rules and regulations as it deems necessary for its government and for the faithful performance of its duties; to set a time for regular meetings which shall be held at least once each month if there is business to transact; to establish the manner in which special meetings may be held and the notice to be given thereof; and to provide that seven (7) members will constitute a quorum. The affirmative vote of seven (7) members shall be required for passage of any matter before the board;
3. To organize by electing one of its members chairman of the board, one as vice-chairman, and one executive secretary. An annual election of these officers will be held by board members and will occur at the regular monthly meeting in June. Officers will serve for one (1) year from election with eligibility for re-election. New officers will take office at the subsequent regular meeting in July;
4. To require attendance of the members at regular monthly meetings. Any member who fails to attend at least 75% of the regularly scheduled meetings during any twelve (12) month period shall be removed;
5. To advise and consult, through the chairman of the board, with the leisure services department as to the items to be included on the agenda of meetings of the board prior to preparation and distribution of the agenda by the leisure services department;
6. To review and approve the official minutes of all board meetings as prepared by the leisure services department, prior to the transmittal of such minutes to the Manager's Office;
7. Act in an advisory capacity to the leisure services department in promoting, marketing, programming, planning and other leisure services related aspects of the Athens-Clarke County leisure services program including the long range planning for resources for capital projects for rehabilitation, design and/or development of recreation and park facilities.
8. To assist and advise the leisure services director in the establishment of essential policies, rules and regulations relating to the planning, acquisition, disposition, operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by Athens-Clarke County for use as parks;
9. To assist and advise the leisure services director in the establishment of essential policies, rules and regulations relating to the acquisition, conservation, and use of parks;
10. To assist and advise the leisure services department staff liaison in the development of a continuing plan for Athens-Clarke County's park and recreation program;
11. To assist and advise the leisure services department in establishing priorities at budget time for those items other than administrative functions relating to park and recreation policy;
12. To suggest to the leisure services department qualified and interested persons eligible for appointment for board vacancies.

V. Staff Support:

Staff support will be assigned by the Leisure Services Department Director to process the administrative work of the board and to provide staff guidance/updates.



Athens-Clarke County Leisure Services Department
Citizen Advisory Board Application For Nomination

Name: _____

Home Phone: _____ Work Phone: _____

Home Address: _____

Zip Code: _____ e-mail: _____

Occupation: _____

Business Address: _____

Zip Code: _____

Race: _____ Sex: _____ Age: _____

Other Boards/Committees/Commissions presently serving on:

Term(s) Expiration Date(s): _____

Education: _____

Business & Civic Experience/Skill: _____

Areas of Interest & Expertise: _____

List any Park and Recreation (Leisure Services) Priorities: _____

I am interested in serving on the Leisure Services Department Citizen Advisory Board because:

The Athens-Clarke County Leisure Services Department appreciates the interest of all citizens willing to serve their community through participation on the Leisure Services Board.
Please return nominations to: Athens-Clarke County Leisure Services Department, ATTN: Citizen Advisory Board., 705 Sunset Drive, Athens, GA, 30606, or fax 706-613-3805