

RESOLUTION No. 2013-27

RESOLUTION - BOARD & COMMISSION APPOINTMENT POLICY

A RESOLUTION ESTABLISHING RECRUITMENT AND SELECTION PROCEDURES FOR CITY BOARDS, COMMISSIONS AND COMMITTEES

Whereas, the St. Joseph City Commission desires to establish a policy for the recruitment and selection of members for each respective City Board, Commission and Committee in order to ensure that all citizens have a fair and equal opportunity to offer their service to the City of St. Joseph for these volunteer positions.

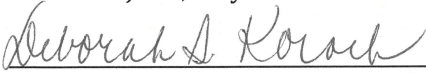
Be it Resolved, that the St. Joseph City Commission hereby adopts the following policy and the attached forms:

1. Upon the expiration of each Board, Commission or Committee member's term (excluding the terms of City Commission or City Staff member appointments), all persons seeking appointment or reappointment shall file a form with the City Clerk indicating their desire to seek appointment. Such form(s) shall be submitted to the City at least thirty (30) days prior to the date of appointment.
2. Prior to November 15th of each year, the City Clerk shall publish a notice which announces the number of positions on each respective Board, Commission and Committee that will be open for the forthcoming year due to term expiration. In addition, each member of a Board, Commission or Committee whose term expires will be notified of their term's expiration prior to November 15th.
3. Prior to making any Board, Commission or Committee appointment for the forthcoming year, the City Commission shall review each form submitted by those candidates expressing their desire to be appointed or re-appointed to a respective Board, Commission or Committee.
4. Prior to making a new appointment to a respective Board, Commission or Committee, the Mayor will appoint an ad-hoc committee consisting of two City Commissioners and one current member of the respective Board, Commission or Committee to meet with the applicant(s) to discuss the position, as well as, the appointees duties and responsibilities as a member of the board.

BE IT FURTHER RESOLVED, that the St. Joseph City Commission hereby adopts the attached Duties and Responsibilities of Appointed Boards, Commissions and Committees.

Action: Approved

Date: 8-19-13

 Robert L. Judd, Mayor


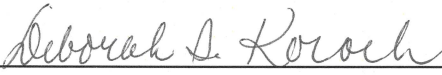
 Deborah Koroch, City Clerk

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Garey, Mayor Pro Tem
SECONDER: Jeffrey Richards, Commissioner
AYES: Judd, Garey, Richards, Goff, Chickering

STATE OF MICHIGAN)
) ss.
COUNTY OF BERRIEN)

I, Deborah S. Koroch, the duly qualified and appointed Clerk of the City of St. Joseph, Berrien County, Michigan do hereby certify that the foregoing is a true and complete copy of action adopted by the City Commission at a meeting held on August 19, 2013 the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this August 19, 2013.



Deborah S. Koroch, City Clerk
City of St. Joseph