**LINCOLN COUNTY, NORTH CAROLINA**

**SENIOR CENTER ADVISORY COUNCIL – BYLAWS**

**ARTICLE I**

**NAME**

This group shall be called the Lincoln County Senior Center Advisory Council (hereinafter “the Council”).

**ARTICLE II**

**OBJECTIVES**

1. To work in cooperation with the Senior Center Director and other organizations dealing with senior services in order to plan and implement programs and activities for seniors of Lincoln County.
2. To study and investigate matters of long-range planning for the development, improvement and maintenance of senior facilities and services and advise Staff of findings.
3. To obtain input from the community and make recommendations to Staff.
4. To study and investigate matters regarding senior center facilities rules, regulations and policies, as the Council believes necessary and proper for the management and use of the public senior facilities and advise Staff of findings.
5. To promote senior functions and services in the community.

**ARTICLE III**

**MEMBERSHIP**

1. The Council shall consist of at least seven (7) members. The majority members on the Council must be at least 60 years old at the time of appointment by the Senior Center Director; the remaining members shall have special interest in senior issues. Members shall be residents of Lincoln County. Members who move out of the County during their term shall resign.
2. The term of office shall be a two-year term.
3. Effective with terms beginning on or after August 1, 2014, all members appointed to the Council shall be allowed only one (1) reappointment or two (2) full terms, whichever is longer. In the event there are no applicants for a position on the Council, then a term-limited member may apply for the vacancy. Nothing in this rule prohibits any person from applying for a vacancy after they have been off the Council for at least one (1) year.
4. In the event of the resignation of any Council member, or his/her death, inability to serve, or absence without acceptable reasons from three regular consecutive meetings, a vacancy shall be declared. Vacancies occurring on this Council shall be filled for the unexpired term pursuant to Section 1 of this Article III.
5. All members must complete at least two hours of orientation within two months of their beginning service.
6. To ensure maximum diversity on the council, no two members shall be from the same family.

**ARTICLE IV**

**MEETINGS**

1. Regular meetings shall be held every other month. In order for an item to be placed on the agenda, the Chairman of the advisory council or the Senior Center Director must be contacted.
2. Special Meetings shall be called by the Chairman or upon the request of at least two (2) members.
3. Meetings shall convene at a date and time specified by the majority of the Council.
4. A majority of Council members shall constitute a quorum at any regular or special meeting.
5. All meetings are open to the public.
6. Meetings shall be conducted in accordance to Robert’s Rules of Order.

**ARTICLE V**

**OFFICERS**

The officers of this Council shall be a Chairman, Vice-Chairman and a Secretary who shall be elected at the meeting in July; to serve for one year or until a successor shall be elected. The Chairman shall preside at all meetings of the Council; appoint all committees; represent the Council at public affairs; act on behalf of the Council in emergencies and shall maintain the dignity and efficiency of the Council in all possible ways. The Vice-Chairman shall assume all duties of the Chairman in the absence of the Chairman.

1. The Secretary shall keep a record of the proceedings of the Council. He or she shall read all official communications to the Council, write correspondence as directed and keep on file all important letters and replies.

**ARTICLE VI**

**DUTIES OF MEMBERS**

1. It shall be the duty of each member of the Council to take an active part in the direction of the Council’s activities and to act in whatever capacity he or she may be called; to be loyal in thought and deed to the welfare of the Senior community, which it seeks to serve.
2. All members shall serve without remuneration.
3. Members are expected to familiarize themselves with the functions and operations of the Senior Center.

**ARTICLE VII**

**COMMITTEES**

1. Committees shall be approved by order of the Senior Center Advisory Council as needs may arise. Such committees shall not necessarily be restricted to members of the Advisory Council. The chairman of any special committee shall be a member of the Advisory Council.

November 2014