

**COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND**

2016 Legislative Session

Legislative Day No. 05

**Resolution No. 35-2016**

Introduced by: The President of the Council at the request of the County Executive

A RESOLUTION APPROVING BYLAWS FOR THE WICOMICO COUNTY COMMISSION ON AGING.

WHEREAS, the Wicomico County Commission On Aging was established as a result of a partnership with MAC, Inc. and the Wicomico County Council to assist the elderly seniors in the County with special needs; and

WHEREAS, the Wicomico County Commission on Aging desires to amend their Bylaws to reflect the current form of government; and

WHEREAS, in accordance with the proposed Bylaws, Article IX, titled "Amendments," the Bylaws may be amended by a two-thirds vote of the Commission, subject to approval of the County Executive and County Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND, that the Bylaws, in substantially the same form attached hereto as Exhibit A, are hereby approved and shall supersede any prior versions.

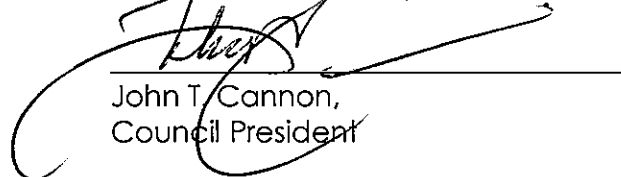
Done at Salisbury, Maryland, this 1<sup>st</sup> day of March, 2016.

ATTEST:



Matthew E. Creamer,  
Council Administrator

COUNTY COUNCIL OF  
WICOMICO COUNTY, MARYLAND

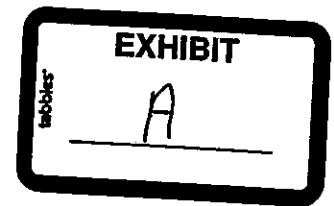


John T. Cannon,  
Council President

Certification

This Resolution was Adopted \_\_\_\_\_, Adopted with Amendments \_\_\_\_\_, Failed, \_\_\_\_\_, Withdrawn, \_\_\_\_\_ by the County Council on March 1, 2016.

Certified by   
Matthew E. Creamer, Council Administrator



## **Wicomico County Commission on Aging Bylaws**

### **Article I - Name**

The name of the organization shall be Wicomico County Commission on Aging

### **Article II - Mission**

The Wicomico County Commission on Aging, in partnership with the State Commission on Aging, MAC Inc. (the local Area Agency on Aging), and other service agencies, provides leadership to promote choice, independence and dignity for all older persons in Wicomico County.

### **Article III - Purpose**

The Commission shall:

1. advocate by informing elected officials and the public on the needs and concerns of older persons and essential programs;
2. advise the County Executive and County Council on issues affecting older persons;
3. review and comment on the Area Plan for the Aging prepared by MAC, Inc., as it pertains to Wicomico County;
4. review and comment on local policies, programs, and actions which affect older persons; and
5. suggest policies, plans, and programs which affect the welfare of older persons and, to the extent possible, participate in the implementation of such.

### **Article IV - Membership**

#### **A. Eligibility Requirements**

The membership of the Commission shall be constituted of 15 appointed members, who shall be residents of Wicomico County and represent the following constituencies:

The Commission shall strive to provide broad representation by ensuring that its members consists of:

1. At least eight (8) members shall be age 55 years or older, and shall be selected from the general public;
2. At least four (4) members shall have organizational responsibilities that are directly related to the welfare of the older persons;
3. Local elected officials; and

4. Representatives of both urban and rural areas of the County.

#### **B. Selection of the Commission**

1. The Commission Chair shall submit nominations for appointment or re-appointment to the County Executive. The County Executive selects a nominee(s) from those submitted and forwards the name(s) to the County Council for confirmation.

Commission members serve a 3-year term. Members shall be eligible to serve two 3-year terms in succession. After serving two 3-year terms, in succession, a member must not serve for at least 1 year before becoming eligible for further service.

2. Ex-officio members of the Commission shall include the Executive Director of MAC, Inc. and other positions in the community that are directly working with the needs of older persons and approved by a majority of Commission members. Ex-officio members are non-voting members.

#### **C. Vacancies**

In case of a vacancy in the membership of the Commission, nominations to fill the remainder of the unexpired term shall be submitted to the County Executive. The County Executive shall then forward the name of the nominee to the County Council for confirmation.

#### **D. Non-Attendance**

Missing two meetings in succession without sufficient reason may result in removing a member from the Commission. A member who misses two successive meetings may offer in writing an explanation for non-attendance to the Commission Chair. A majority vote of the Commission's members and approval of the County Executive and County Council shall be required for removal. The Chair shall communicate the Commission's decision to the member in writing.

### **Article V - Officers**

A. Officers: The Officers of the Commission shall consist of Chair, Vice-Chair, Secretary and Treasurer.

B. Election: Election of officers shall be by majority vote of the Commission and shall be held annually at the regular April meeting.

C. Chair: It shall be the duty of the Chair to preside at all meetings of the Commission and perform such other duties that regularly pertain to this office.

D. Vice-Chair: It shall be the duty of the Vice-Chair, in the absence of the Chair, to perform all duties pertaining to the office of the Chair. Should the office of the Chair become vacant, the Vice-Chair shall succeed to that office until the next regular election of officers.

E. Secretary: The Secretary shall be responsible for the minutes of the Commission and the Executive Committee and shall arrange for the distribution of the minutes to the membership of the Commission not less than five days in advance of the regular meetings.

F. Treasurer: The Treasurer shall be responsible for the accounting of Commission funds.

### **Article VI - Committees**

A. Executive Committee: The Executive Committee shall be comprised of the Chair, Vice-Chair, Secretary, and Treasurer. While policies and decisions are made by the Commission as a whole, in emergencies the Executive Committee shall have the power to act for the Commission, but shall report all such actions at the next regular meeting.

B. Special Committees: Special Committees shall be appointed by the Chair as needed.

### **Article VII - Meetings**

- A. Time and Operation: The Commission shall meet monthly except for the months of July and August. Special meetings may be called at the discretion of the Chair, or at the request of five or more members. Notice of meetings shall be sent to Commission members, the County Council, the State Commission on Aging, and MAC Inc., the Area Agency on Aging. All meetings shall be open to the public.
- B. Quorum: A quorum shall be comprised of a majority of Commission members.

### **Article VIII - Authority**

"Robert's Rules of Order Revised" shall govern this Commission in all cases except where they may be inconsistent with the Bylaws.

### **Article IX - Amendments**

- A. These Bylaws may be amended by a two-thirds vote of the Commission, subject to the approval of the County Executive and County Council.
- B. A copy of proposed amendments to the Bylaws must be sent to each member of the Commission at least fifteen days prior to a vote by the Commission.