

RESOLUTION NO. 93-2011

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON,
ADOPTING BYLAWS FOR THE MILWAUKIE ARTS COMMITTEE (artMOB).**

WHEREAS, Section 2.10.050 (A) of the Milwaukie Municipal Code states that Council shall adopt bylaws for each board, commission, and committee's meetings and the performance of its duties; and

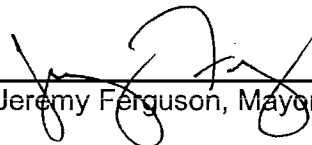
WHEREAS, the Milwaukie Arts Committee (artMOB) approved the attached bylaws at its March 2011 monthly meeting; and

WHEREAS, the Milwaukie Arts Committee (artMOB) met with Council in August 2011 to discuss these bylaws and their annual work plan;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the bylaws drafted by the Milwaukie Arts Committee (artMOB) and recommends that the committee adhere to these bylaws.

Introduced and adopted by the City Council on October 18, 2011.

This resolution is effective immediately.




Jeremy Ferguson, Mayor

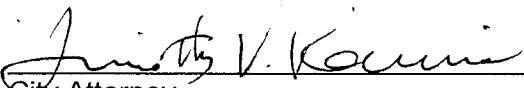
ATTEST:

APPROVED AS TO FORM:

Jordan Ramis PC



Pat DuVal, City Recorder



Timothy V. Korman
City Attorney

Milwaukie Arts Committee (artMOB) Bylaws

Purpose and Mission

The Milwaukie City Council is committed to providing a livable and vibrant community for all its citizens and visitors. Based on the community's suggestion the Milwaukie Arts Committee was created by Ordinance #1982 on March 18, 2008 and the first set of ten committee members appointed by Resolution 6-2008 on July 1, 2008.

The committee is appointed to do the following:

- Assist and advise the City Council and the Planning Commission in using public art to enhance continuing development, including public structures.
- Encourage and help promote greater opportunities to experience the arts in the Milwaukie area;
- Identify groups or organizations that could bring cultural enrichment to the Milwaukie area; this includes, but is not limited to, music, art, drama, dance, lectures and other areas as may be designated by the committee;
- Identify funding sources for artists and arts events and help to secure such funding as necessary;
- Work cooperatively with other organizations and City groups including other City boards and commissions, local schools, county and regional arts organizations, arts guilds and theater groups and local businesses to promote the arts in the community; and
- Provide liaison and representation of the Milwaukie area to county, regional and state arts agencies.

Responsibilities

- The committee shall draft and submit to City Council bylaws for adoption.
- The committee shall abide by guidelines established for all city boards, commissions and committees as stated in Milwaukie Municipal Code Chapter 2.10 Boards, Commissions and Committee Generally.

The Committee shall abide by guidelines specific to this committee established by Milwaukie Municipal Code Chapter 2.17 Milwaukie Arts Committee.

- Any other duties assigned by the City Council.

Membership

The committee shall consist of ten members appointed by the Mayor with the consent of the City Council. The majority of the committee shall be residents of the City.

Terms of office

Terms for the Committee shall be two years. No person may serve more than three (3) successive terms on any other board, commission, or committee unless there is an interval of at least one (1) term prior to the reappointment.

Committee and City staff procedures

The Committee shall have a staff liaison from the City's Community Services or Community Development Department or their designee.

The Committee shall have the following City resources available:

- Use of meeting rooms in City Hall, or other City facilities
- Reasonable use of City equipment through designated staff liaison (photocopies, fax machine etc.)
- Access to publicly available reports maintained by the City

The Committee shall meet on a regular basis according to and under the Oregon Public Meeting Laws requirements.

The Committee may hold public working sessions to solicit the input of the community and/or interested citizens or parties. Such working sessions shall be noticed and open meetings according to Oregon meeting requirements.

Rules of Procedure

- a) A quorum of the Committee shall consist of a majority of the members seated. A quorum must be present in order for the Committee to hold a meeting.
- b) All actions require a majority vote of the Committee members in attendance.
- c) These Bylaws, the Milwaukie City Council Ordinance, and the Oregon Public Meeting laws shall govern the operation of the Committee and its meetings.
- d) The Committee shall follow all applicable City fiscal and administrative policies and

procedures.

e) At the first regular meeting the committee shall appoint a Chairperson, Vice Chairperson, Secretary, and Treasurer. Other committee positions can be determined by majority vote of the committee. Officer elections shall take place every March.

f) The Chairperson shall preside at all regular and special meetings and rule on all points of order and procedure during the meetings.

g) The Vice-Chairperson shall assume all duties of the Chairperson in his/her absence. In the event the Chairperson and Vice Chairperson are both absent, the first order of businesses shall be the appointment of an Acting Chairperson.

h) The Secretary shall record the attendance and notes of all meetings according to Oregon Public Meeting Laws requirements.

i) The Committee may organize itself into Subcommittees to carry out tasks. Subcommittees composed of less than a quorum of the membership shall bring all decisions or recommendations back to the Committee for review and approval.

j) Individual Committee members may not speak for or on behalf of the entire Committee unless authorized to do so by a majority of the Committee;

k) The Committee is an important function within the City of Milwaukie and as such, certain expectations are held by the City Council in making the appointment of individuals to the Committee. These expectations include the following:

1. Committee members will attend regular meetings and special meetings as scheduled or as they arise. Committee members will communicate expected and unexpected absences to the Staff Liaison, or his/her designee, in a timely manner. Any member with three or more unexcused absences in a 12-month period shall be reported to City Council with a recommendation for removal from the Committee. Any member of the Committee may be removed from office by majority vote of the City Council at a regularly scheduled meeting.

2. Committee members will communicate potential conflicts of interest on agenda items to the Chair, or his/her designee, at least 48 hours in advance of the hearing to allow confirmation of a quorum.

3. Committee members will avoid conflicts of interest between their personal and professional financial interests and those interests that may come before the Committee.