

Randolph Economic Development Council Bylaws

Article I. Name

The name shall be the Randolph Economic Development Council

Article II. Purpose and Goals

The goal of the Council is to enhance Randolph's economic vitality by evaluating and advising the Select Board on the most effective methods to implement the goals, policies and recommendations of the Town Plan related to economic development, including but not limited to Chapter 8 - Economic Development. The Council will focus on achievable objectives, and shall attempt to coordinate within town government, as well as with local companies, individuals, and existing groups with economic development agendas.

Specifically the Council will focus on:

- Evaluating and advancing economic development needs which are uniquely the purview of town government, such as infrastructure improvement;
- Developing an awareness of economic assets;
- Fostering cooperation and coordination among groups with related interests;
- Create a coherent vision for economic development and how it relates to town investment, capital and operating planning, and collaboration which will promote success;
- Community communication and collaboration which will promote success.

Article III. Governance

Sec 1: The Council shall be governed by the VT Open Meeting Law, Act 143, as may be amended from time to time, and with any relevant policies and procedures established by the Town of Randolph.

Sec. 2: Quorum: A quorum of at least 4 members must be present at a meeting before any official business can be conducted.

Article IV. Members and Terms

Sec. 1: Council Members: There shall be seven (7) voting members, and a non-voting Town liaison member appointed by the Selectboard.

Sec. 2: Appointment: Members will be appointed by the Randolph Selectboard. Persons interested in serving will submit a statement of their interest and qualifications. Members chosen should bring expertise and experience in any of the following areas: Business development in the retail, manufacturing/industrial or professional services fields, including Medical and Social Services; Education; the Arts; Agriculture & Silviculture; Natural Resources; Community Development; Infrastructure; Housing; Energy; Job Training; Finance and Development; Business Marketing; Planning; Technology/Telecommunication.

Sec. 3: Terms: In an effort to create continuity of direction and vision, terms will be staggered during the initial formation of Council Membership, including three members appointed to serving terms of 1-year, and four members appointed to serving terms of 2-years. Thereafter, all terms will be two years in length, with voting Members serving a maximum of two consecutive 2-year terms. Partial terms, caused by initial 1-year appointment, filling a vacancy or filling a resignation from completed terms, shall not count as a full term.

Each January, voting members with terms expiring that same year will notify the Selectboard of their willingness to continue serving or their plans to resign.

Sec. 4: Voting: Votes are by majority and by Council members. However, if fewer than 7 members are at a session where a vote is taken, at least 4 votes are required for passage.

Article V. Meetings

Sec. 1. Regular Meetings: Will be held monthly at a minimum. The Public must be given notice of the meetings and allowed to attend and be heard. Quarterly, the Council agenda shall include coordination with the Chamber and RACDC on matters of mutual interest.

Sec. 2: Parliamentary Procedure: Robert's Rules of Order for small organizations will govern procedure.

Article VI: Officers

The Council will be self-organizing and shall appoint the following officers with the following responsibilities:

Chair: organize meetings and agendas, liaise with other groups; coordinate with subcommittees, periodically report. If the Chair is unable to serve in that capacity for more than 3 months, a new Chair shall be elected.

Vice-Chairperson: to preside at meetings in the absence of the Chair, and to assume the duties of the Chair if he or she is unable to fulfill them on an interim basis.

Secretary: draft minutes for Committee review and approval, submit them in draft and approved form to Town Manager's office as necessary to meet deadlines.

Article VII: Sub-Committees

The Council may appoint interested persons to serve on specific subcommittees created to aid the work of the Council in an advisory capacity only. Subcommittees are subject to the same rules hereto.

Article VIII: Books and Records

The Committee shall keep minutes of all proceedings of the Committee and submit them to the Town within five days of the meeting .

Article IX: Amendments

Amendments to the Bylaws must be voted by the Committee and if approved by the Committee, submitted to the Selectboard for approval.