STANDING BOARDS, COMMITTEES, AND COMMISSIONS POLICY

The intent of this policy is to engage a variety of citizen participation in town government by appointing members who represent community diversity and have a variety of viewpoints and interests. It will provide a transparent and consistent means for appointment to the Town of Oak Ridge's boards, committees, and commissions (hereafter referred to as "committee.")

All appointments are made by the Town Council, and committee members serve at the pleasure of the Council. Similarly, any reappointments are also made at Council's discretion.

Authorization and requirements for certain boards, committees, and commissions are determined by statute. This policy will not supersede any state law.

The Town Council or Town Manager, as directed by the Council, shall establish duties, responsibilities, and terms, as appropriate, for each committee which may include bylaws, procedures, and goals. Recommendations for amendments may be made by the committee, with such amendments subject to approval by the Town Council. The Council may also amend any duties, responsibilities, bylaws, procedures, and goals not set by general statute at its discretion.

Citizens may learn of openings from committee members, Town staff, Council members, or from the Town website or other media. Volunteer Application forms are available on the Town website or at Town Hall. Interested citizens should complete an application form and submit it the Town Clerk. After an application is received, the clerk will inform the Town Manager and Council.

At its sole discretion, Council may consider and vote on applicants for appointment or may consider reappointments at one of its regular monthly meetings.

The applications of any citizen not appointed to serve on a committee will be retained at the Town Hall and considered active for a period of 6 months. If committee openings occur during this period, the applicant may be contacted to see if they still have an interest in serving.

Adopted this 3rd day of Sept., 2020.

Ann K. Schneider
Mayor

ATTEST:

Sandra B. Smith, CMC, NCCMC
Town Clerk