



HERTFORD COUNTY VETERANS ADVISORY COUNCIL BY-LAWS

ARTICLE I - NAME

The name of the Advisory Body shall be the Hertford County Veterans Advisory Council (HCVAC), hereafter, referred to as the "Council".

ARTICLE II AUTHORITY

Resolution of the Hertford County Board of Commissioners Adopted September 19, 2016.

ARTICLE III- PURPOSE

The purpose of the Council is to establish a forum for all Hertford County veterans of military service; to maintain coordinated communication with County and local governments, businesses, and veterans of the County; and to provide assistance, guidance, and information to the business and academic communities of the County and various levels of government to ensure adequate consideration of veterans in employment, education, training and public programs.

ARTICLE IV- POWERS AND DUTIES

Among its powers and duties, the Council shall:

- (a) Establish a forum for all Hertford County veterans of military service;
- (b) Maintain coordinated communication with County and local governments, businesses, and veterans of the County; and
- (c) Provide assistance, guidance, and information to the business and academic communities of the County and various levels of government to ensure adequate consideration of veterans in employment, education, training and public programs.



ARTICLE V- MEMBERSHIP

The Council consists of 8 members, each of whom has separated from the military service under honorable conditions.

Of the 8 members:

- (a) One shall be a qualified veteran, pursuant to the guidelines of the United States Department of Veterans Affairs;
- (b) One shall be a resident of the County who owns or operates a local business or is an employee of a local business, and is selected in consultation with the Ahoskie and Murfreesboro Chambers of Commerce;
- (c) One shall be a County resident who is an educator or educational administrator and is selected in consultation with the Roanoke Chowan Community College and Chowan University;
- (d) One shall be a County resident who is a veteran of any branch of the military service that served at any time during the Cold War period - September 2, 1945 to December 26, 1991; and
- (e) Three shall be County residents, from any of the following organizations and selected in consultation with that organization:
 - (1) the Veterans of Foreign Wars;
 - (2) the American Legion;
 - (3) AMVETS;
 - (4) Disabled American Veterans;
 - (5) Military Order of the Purple Heart;
 - (6) Vietnam Veterans of America;
 - (7) Korean War Veterans Association;
 - (8) a women's veterans organization; and
- (f) One shall be from the Hertford County Board of Commissioners.

The Veterans Services Officer will serve as Technical Advisor to the Council and attend all Council meetings.

ARTICLE IV - APPOINTMENT AND TERM OF OFFICE

- (a) Generally. Each member of the Council shall be appointed by the Board of County Commissioners. Initial appointment(s) of members shall be staggered terms of one (1), two (2), and three (3) years. All subsequent appointments shall be made for three (3) year terms.
- (b) Expiration. A member whose term has expired holds over until a successor is appointed.
- (c) Vacancies. The Board of County Commissioners shall fill a vacancy for the remainder of an unexpired term of a member.

(d) Resignations. Any member of the Council may resign for any reason at any time by providing a written notification and effective date to the Chair of the Council. If no effective date is specified in the written notification, then such resignation shall be effective upon receipt by the chair.

(e) Removals. A member of the Council who sustains three consecutive unexcused absences from regularly scheduled meetings of the Council occurring over a period of twelve consecutive months may be automatically removed from the Council and a request submitted to the Board of County Commissioners to reappoint the position. Absences due to sickness, death or emergencies shall not affect a member's status on the Council provided notification is given. The Council reserves the right to review reasons for absences and determine whether the absence is excused or unexcused.

ARTICLE VII - OFFICERS

Section 1 - Number. The Council shall have a Chairperson, A Vice-Chairperson, and a Secretary. These officers shall perform the following duties:

- A. The Chairperson and the Vice-Chairperson shall be elected from the Council. The Chairperson of the Council shall preside at all meetings, shall appoint appropriate committees, and shall assist these committees in carrying out the duties for which they were appointed.
- B. The Vice-Chairperson shall preside in the absence of the Chairperson and shall perform such duties as are assigned by the Chairperson. Should the office of the Chairperson be vacated for any reason, the Vice-Chairperson shall fill the unexpired term of office and new Vice-Chairperson shall be elected by the Council.
- C. The Secretary shall be responsible for seeing that the minutes and all other records of official transactions of the Council are maintained in proper order. The Hertford County Veterans Service Office will assist in the processing and distribution of minutes, notices, and all other records of official transactions.
- D. if both the Chairperson and Vice-Chairperson are absent, the Secretary and County Service Officer shall conduct the meeting.

Section 2 - Election. The Chairperson and Vice-Chairperson shall be elected in January for a term of three (3) years. The Council shall fill vacancies in either position. Officers may not serve more than two (2) consecutive three (3) year terms.

ARTICLE VIII - MEETINGS QUORUM AND VOTING

Section 1 - Quorum Meetings of the Council shall be held on a quarterly basis, unless determined otherwise by the Council. The Chairperson or Vice-Chairperson may call a special meeting of the Council by giving each member forty-eight (48) hours notice. A quorum of the Council shall be in attendance before action of an official nature can be taken. An provisions of the North Carolina Open Meetings Law shall apply to this Council.

Section 2 - Voting 50% plus one (1) of the members of the Council shall constitute a quorum of any regular or special meeting. If at any time the membership falls below total, a quorum will be based on the membership at that time. Assuming a quorum, the affirmative vote from a majority of the members for the Council present shall be sufficient to carry the issue. To maintain balance between the Council, and any subcommittee thereof, the Presiding Officer shall be entitled to exercise his/her voting prerogative.

ARTICLE IX- COMMITTEES

Section 1 - Appointment. The Council may appoint committees as desired.

ARTICLE X- CONDUCTING BUSINESS

All business of the Council shall be conducted in accordance with Robert's Rules of Order, unless there is not a quorum present for action of an official nature to be taken.

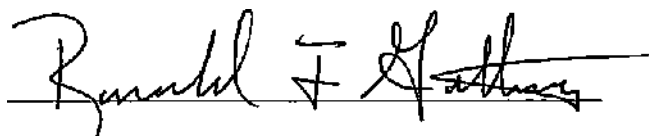
ARTICLE XI - COMPENSATION

Members of the Council shall receive no compensation for their services.

ARTICLE XII- ADMENDMENTS

These bylaws may only be amended, repealed or suspended at any time by the Board of County Commissioners. The Council may only recommend these bylaws be amended, repealed, or suspended in whole or in part, at a meeting of the Council, by a two-thirds vote of the voting members of the Council.

These bylaws were adopted the 19th day of September , 2016 by the Hertford County Board of Commissioners.



Ronald J. Gatling, Chairman

Hertford County Board of Commissioners