



HERTFORD COUNTY COMMISSIONERS' ADVISORY BOARD ON AGING

BY-LAWS

ARTICLE 1 – NAME

The name of the Advisory Board shall be the Hertford County Commissioners' Advisory Board on Aging, hereafter, referred to as the "Council on Aging".

ARTICLE II – PURPOSE & RESPONSIBILITIES

The Purpose of this advisory board is to carry out the Congressional intent of the Older Americans Act to provide a means for citizens' participation to plan, to advise, advocate, and promote coordination of Aging services in Hertford County:

It shall be the responsibility of the Council on Aging while acting as the liaison between the older citizens of the County and the County government to:

- advise services on Aging matters concerning planning, implementing, and evaluating programs for senior citizens of Hertford County.
- advocate for older adults in social, political, and economic areas; encouraging independence and promoting happiness.
- suggest policy and make recommendations to the Board of Commissioners and the Office of Aging on the special needs of the elderly, particularly with respect to the needs for a comprehensive, integrated approach to the delivery of services in the fields of health, mental health, social services, recreation, employment and other programs for older adults.
- Work to simulate and promote needed services and programs for older residents.
- Assist the public and voluntary agencies in providing services to older persons.
- Review and make recommendations concerning service proposals and funding of services that have an impact on older persons.
- Advocate the needs of the DOA to the BOCC.
- Perform other functions and duties from time to time as requested and prescribed by the BOCC.

ARTICLE III - COMPOSITION

1. Council Membership
 - a). Membership of the Council is to be selected and appointed by the Hertford County Board of Commissioners.
 - b). The Council shall consist of eight members at large from the county who are knowledgeable and experienced in the needs of the elderly.
 - c). The County Director of Social Services or his/her designee, Federal Social Security, and four citizens shall serve by virtue of their respective offices.
 - d). A Hertford County Board of Commissioner shall serve as a member.
2. The Council shall consist of eight members.
3. At least two of the Council memberships shall be participants in the Office of Aging program.
4. Council members at large shall be appointed from the county for four-year terms, staggered.

ARTICLE IV - FILLING OF VACANCIES

Members of the Council may recommend prospective members for appointment to the Council.

ARTICLE V - MEETINGS

The Council on Aging shall meet quarterly at a time and place agreed upon by the Council Members.

The Chairman may call other meetings as deemed necessary, provided notice is given to all members. Seven members are needed for a quorum.

- (A) Special meetings of the Council may be called at the discretion of the Chairperson, or upon request of one-half of the Council. Requests shall state the purpose of the special meeting in writing.
- (B) Notices of all meetings of the Council shall be provided in advance to the members and to the Chairperson and the Hertford County Board of Commissioners.

ARTICLE VI - OFFICERS

The Council shall elect from its members a Chairman and a Vice-Chairman and create and fill such offices as it may determine. Terms of office shall be one year, with eligibility for re-election.

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ARTICLE VII - DUTIES OF THE CHAIRMAN

The Chairman shall preside at all meetings of the Council. He or she shall call special meetings with prior notice given, when necessary. The Chairman shall appoint all special Councils and shall be a non-voting member.

ARTICLE VIII - DUTIES OF THE VICE-CHAIRMAN

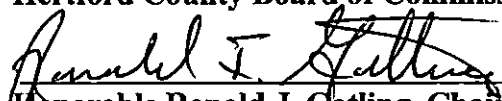
In the absence of the Chairman, the Vice-Chairman shall preside and perform the duties of the Chairman.

ARTICLE IX - DUTIES OF THE SECRETARY

The Secretary shall keep the minutes of the Council meetings and shall perform such other secretarial duties as may arise from time to time. The Administrative Support Staff of the Office of Aging shall serve as the Secretary.

Adopted the 3rd day of May, 2021

Hertford County Board of Commissioners



Honorable Ronald J. Gatling, Chairman

ATTEST:



Clerk to the Board