

Keep Romeoville Beautiful Commission By- Laws

ARTICLE I- Name

The name of this organization shall be the Keep Romeoville Beautiful Commission.

ARTICLE II- Purpose

The Keep Romeoville Beautiful Commission will assist in the beautification of Romeoville by suggesting solutions to resolve the problems of properties that do not meet the minimum standards. The Commission will also provide encouragement and creative incentive to property owners to help improve the overall appearance of the Village.

This will be accomplished by the following activities:

- A. Identify homes, businesses, and industries that are being maintained in an extraordinary condition and recommend recognition awards to the Village President.
- B. Maintain the "Good Neighbor Fund" in conjunction with the Village Treasurer, in an effort to promote property maintenance.
- C. Assist or advise other citizen commissions on matters related to the improvement of Community appearance.
- D. Work with the Board Liaison who is designated by the Mayor, and Staff Liaison who is designated by the Village Manager on matters related to the responsibilities of the Commission.

ARTICLE III- Membership

Section 1

The Keep Romeoville Beautiful Commission shall be comprised of Seven (7) regular members who shall be appointed by the Village President with the advice and consent of the Board of Trustees. The Village President may likewise from time to time appoint advisory members of the Keep Romeoville Beautiful Commission who shall attend and participate in meetings and other activities of the Keep Romeoville Beautiful Commission, but who shall not be entitled to vote on any matter to be voted on by the seven (7) members of the Keep Romeoville Beautiful Commission.

Section 2

All Keep Romeoville Beautiful Commission voting members shall reside within the corporate limits of the Village of Romeoville. Advisory members may reside outside of the corporate limits of Romeoville.

Section 3

All appointments shall be for a term of one (1) year by the Village President with the advice and consent of the Board of Trustees.

Section 4

The Village President shall appoint from among the Commission members a Chairperson to preside over commission meetings.

Section 5

A majority of the Commission members shall constitute a quorum for the purpose of transacting any business that may come before the Commission.

Section 6

Removal of a Commissioner: By a majority vote of the Commissioners, removal of a Commissioner who is absent, without excuse, from three (3) consecutive meetings may be recommended to the Village President. Vacancies shall be filled by appointment by the Village President with the advice and consent of the Board of Trustees.

Section 7

Removal of an Advisory Member: By a majority vote of the Commissioners, an advisory member who is absent from three (3) consecutive meetings may be removed.

ARTICLE IV- Officers, Duties, and Election

Section 1

Election: Annually at our regular meeting in January, the Keep Romeoville Beautiful Commission shall elect by ballot a Vice Chairperson and Secretary/ Treasurer from its regular membership. If there is only one nominee for any office, upon motion made from the floor, the election may be by voice. Newly elected officers shall assume office at the next regular meeting following the election.

Section 2

Chair: The Chair shall be appointed by the Village President. The chair shall preside over all meetings and assist in the preparation of agendas.

Section 3

Vice-Chair: The Vice-Chair shall be elected by a majority vote of the Commissioners. The Vice-Chair shall preside over meetings when the Chair is absent and shall assist the Chair when called upon.

Section 4

Secretary/ Treasurer: The Secretary/ Treasurer shall be elected by a majority vote of the Commissioners. The Secretary/ Treasurer shall maintain a record of all meetings and shall maintain a record of all activities and expenditure of the Commission.

ARTICLE V- Meetings

Section 1

Regular Meetings: Regular meetings of the Commission shall be held on a monthly basis on the first Thursday of each month at 5:30 PM at Village Hall.

Section 2

Special Meetings: Special meetings may be called by the chair as deemed necessary. At least one week's notice shall be required for any Special Meeting.

Section 3

Quorum: A simple majority of regular Commissioners shall constitute a quorum. A quorum of regular Commissioners must be present when voting. Passage of any motion shall require a simple majority of the quorum present when voting. The Chairperson shall vote only in the case of a tie.

ARTICLE VI- Committees

Section 1

Special Committees shall be formed as deemed necessary by the Chair in order to implement their objectives.

Section 2

Special Committees shall cease to exist when their work is finished.

Section 3

Executive Committee: The executive committee shall consist of the Chair, Vice-Chair, and Secretary/ Treasurer and shall be responsible to meet on such matters as proposed revisions to the by-laws, annual committee assignments, and other matters as determined by the full Commission.

ARTICLE VII- Amendments

These by-laws may be amended by a majority vote of the members present and voting at the meeting immediately following the meeting at which the amendment was formally proposed. All Commission members shall be notified by mail of the proposed amendment at least seven (7) days prior to the meeting at which the final vote of the amendment shall be called. Upon passage, all such amendments shall be submitted to the Village Board of Trustees for ratification and approval.

ARTICLE VIII- Parliamentary Authority

Roberts Rules of Order Newly Revised shall govern the Keep Romeoville Beautiful Commission in all cases in which they are applicable and in which they are not in conflict with these by-laws.