

CONSTITUTION & BY-LAWS

STARK COUNTY PARK DISTRICT BOARD OF PARK COMMISSIONERS

ARTICLE I NAME

The name of this Agency shall be: ~~Stark County Park District~~. The Stark County Park District is an independent political subdivision created and governed by Section 1545 of the Ohio Revised Code.

ARTICLE II MISSION

Stark Parks mission is to preserve, manage, and connect natural areas to serve the community through recreation, conservation and education.

ARTICLE III MEMBERS

- Section 1.** The Board of Park Commissioners consists of five members as stated in the Ohio Revised Code Section 1545.05(B).
- Section 2.** Upon the creation of the Park District, the probate judge appointed three commissioners who took office immediately thereafter and whose terms expired one, two, and three years, respectively, from the first day of January next after the date of their appointment. Thereafter their successors shall be appointed by such judge for terms of three years. All vacancies shall be filled by the probate judge by appointment.
- Section 3.** Any board of park commissioners of a park district may elect to expand the membership of the board from three members to five members upon a majority vote of the board. Upon such a vote, the board shall certify to the probate judge a resolution requesting the judge to appoint two additional members to the board. The probate judge shall appoint those additional members, and they shall take office immediately upon their appointment. One member shall be appointed to a term that expires on the first day of January of the year following the year of that member's appointment, and one member shall be appointed to a term that expires on the first day of January of the second year following the year of that member's appointment. Thereafter, their successors shall be appointed by the probate judge for terms of three years. The Stark

County Board of Park Commissioners voted on September 7, 2015 to have five members with Resolution #05-09-070.

Section 43. Each commissioner shall take an oath to perform faithfully the duties of the office at the beginning of each term.

Section 54. ~~Each commissioner shall be bonded for the sum of \$5,000.00. Pursuant to House Bill 444 of the 133rd General Assembly amended O.R.C 3.061, effective April 12, 2021, each commissioner shall have an employee dishonesty and faithful performance of duty insurance policy in effect before their respective term of office or employment, and the commissioner shall not commence the discharge of duties until coverage is documented.~~

Section 65. The commissioners shall serve without compensation, but shall be allowed actual and necessary expenses incurred in the performance of their duties.

Section 76. Authority of Commission Members includes, but is not limited to:

1. Adopting By-laws, Rules, Regulations, and Policies.
2. Power to acquire property.
3. Place levies on the ballot for park purposes.
4. Employ personnel to enforce all park regulations.
5. Employ individuals for general operation of the parks.
6. Other powers as legally granted and defined under Section 1545 of the Ohio Revised Code.

ARTICLE IV **OFFICERS**

Section 1. The officers of the Park Commission shall be a Chairperson, Vice-Chairperson, and 3 members.

Section 2. The term of officers shall be for a one year period or as determined by the Commission. Officers shall be elected at the first meeting of each year.

Section 3. The Chairperson shall preside at all meetings.

Section 4. The Vice-Chairperson shall preside at all meetings in the absence of the Chairperson.

Section 5. The Commission shall appoint a Recording Secretary and/or Board Clerk who shall keep a record of all proceedings of the organization.

ARTICLE V **MEETINGS**

Section 1. The regular meetings of the Park Commission shall be held monthly ~~on the first Wednesday of each month~~ unless otherwise directed by the Commission, and in a location determined by the Commission.

Section 2. Three Commissioners shall constitute a quorum of the Commission. The affirmative vote of three Commissioners shall be required for the adoption of any motion or resolution.

Section 3. The meetings shall be governed by the "Sunshine Law," ORC Section 121.22.

Section 4. A special meeting can be called by any Commission Member or at the request of the ~~Park~~ Director.

Section 5. Meetings of the Commission shall proceed according to an agenda prepared by the Director in conjunction with the Chairperson. The agenda shall include the following items:

1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF MINUTES
4. APPROVAL OF FINANCIAL REPORT
5. ~~APPROVAL OF PAYROLLS AND BILLS~~
- 6.5. ~~OLD BUSINESS~~
- 7.6. ~~NEW BUSINESS~~
- 8.7. ~~REPORT OF EXECUTIVE DIRECTOR~~
- 9.8. ~~ADJOURNMENT~~

Section 6. ~~Individuals speaking during the Public Comment portion of the agenda shall be limited to five (5) minutes with a maximum of thirty (30) minutes for all public comments. The Park Commission Chairperson maintains the discretion to extend the time limitation for an individual public comment or for the overall public comment period.~~

ARTICLE VI **PARLIAMENTARY AUTHORITY**

"Robert's Rules of Parliamentary Procedure" shall govern the proceedings of the Commission when not otherwise expressly covered or provided for herein.

ARTICLE VII **AMENDMENT**

These By-Laws may be amended or repealed at any meeting of the Commission providing that proposed changes shall first have been submitted to the members of the Commission not less than ten (10) days prior to such meeting.

ARTICLE VIII **POLICIES AND PROCEDURES**

Attached as Exhibit A "Board of Park Commissioners Policy Manual"