

RESOLUTION FOR ROWAN COUNTY  
APPOINTMENT PROCESS FOR BOARDS AND COMMISSIONS

**WHEREAS**, it is the statutory duty of the Rowan County Board of Commissioners, as the Governing Body of Rowan County, to appoint persons to various boards and commissions to assist in the operation of county government; and

**WHEREAS**, the Board of Commissioners wants to appoint qualified, knowledgeable, and dedicated people to serve on these boards and commissions and therefore solicits the interest and input of the citizens of Rowan County in making said appointments; and

**WHEREAS**, the Board of Commissioners is of the opinion that written policies and procedures will increase public awareness of the various appointments that are to be made and increase the public's interest in the solicitation from the Board of Commissioners for information and recommendations from the public that will assist the Board of Commissioners in the appointment of qualified, knowledgeable, and dedicated persons to serve on the various boards and commissions;

**NOW, THEREFORE, BE IT RESOLVED** by the Rowan County Board of Commissioners that the policies and procedures governing appointments to the various boards and commissions made by the Board of County Commissioners are as follows:

1. Any citizen **over the age of 18** who resides in Rowan County is eligible to serve on the appointed boards or commissions of the County where such appointment is not prohibited by state statute. All appointments will be made according to the applicable statute, ordinance, resolution or policy that created the board or commission. Discretion will be used when considering County employees for membership on any of the boards or commissions.
2. The County Commissioners may recruit through public advertising, membership committees on active board and commissions, as well as receive

recommendations from any Commissioner during a regularly scheduled meeting.

3. Appointments for extraterritorial members and alternate members to city boards shall be done in accordance with G.S. 160A-362 which requires a city to give representation to the residents of its extraterritorial zoning jurisdiction on its planning board and the board of adjustment. When a vacancy exists, the municipality will be requested to provide to the Board of County Commissioners a recommendation for that vacancy. The Board of County Commissioners may solicit other applications for said vacancy if they so desire. If the Board of County Commissioners does not make the appointment within 90 days after receiving a resolution from the city council requesting such action, the city council may appoint outside members in accordance with the General Statutes.
4. No citizens of Rowan County shall serve in more than two appointed positions of Rowan County Government unless exempted by the nature of the position he or she may hold in governmental Service. This policy shall not apply to individuals who serve on boards or commissions or as appointees to any organization because of their official position or because of a statutory or regulatory requirement that a particular type professional person can be found. This policy shall not apply to any Rowan County Commissioner who serves on any board or as a liaison to a board.
5. For boards or commissions which are not state mandated, the Board's policy is to limit the length of service to two terms on the various boards and commissions on which citizens are appointed. This time period does not include required training programs. This will allow for more individuals to serve and for diversity of opinions. It will also provide for conformity in the length and number of terms for those boards and commissions that are not state mandated with set terms.

If the Clerk to the Board receives an application for reappointment from an individual whose term limits have expired, the Clerk to the Board shall automatically re-advertise the vacancy. The Clerk to the Board will also notify the Commissioners of the lack of additional applications during the monthly appointment process.

This policy may be waived if the Board of Commissioners determines that the removal of an individual made ineligible by this policy would be detrimental to the functioning of that board or commission.

6. If an appointee, in any calendar year, has unexcused absences which constitute more than 25 percent (25%), or three (3) consecutive meetings of

the Board meetings which he or she is required to attend pursuant to his or her appointment, he or she is obligated to resign. Excused absences are defined as absences caused by events beyond one's control. If the individual refuses to resign, he or she may be dismissed by action of the Board of County Commissioners subject to state or local law. A calendar year is to be defined as a 12-month period beginning on the date of appointment. If a board or commission has in their bylaws a policy which is more stringent than this policy it may stand. For those boards and commissions without an attendance policy, this policy will prevail. The Clerk to the Board shall request all new appointees to certify that he/she understands the attendance policy.

7. The Board of Commissioners reserves the right, at any time and for any reason, to remove any member of any board or commission when a motion for removal receives the vote of a majority of the entire membership of the Board.
8. Every advisory board/committee is required to operate under the North Carolina Open Meetings Law as required by statute. Notices of all regular and special meetings shall be announced/advertised as required by the North Carolina Open Meetings Law. All advisory board/committees must establish a regular meeting schedule and it should be posted at the beginning of each year with the local newspaper in circulation and on the County website.

All voting will be conducted in open meetings, except when in closed session as defined in the North Carolina Open Meetings Law. No issues can be voted upon unless a quorum is present. A quorum for a meeting shall consist of more than half the voting members unless specified otherwise.

Amended and Adopted this the 21<sup>st</sup> day of November, 2022.

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Gregory C. Edds, Chairman  
Board of Commissioners

ATTEST:

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Carolyn Barger, MMC, NCMCC  
Clerk to the Board