

RESOLUTION NO. 2907 (2009)

**A RESOLUTION AMENDING BYLAWS OF THE
GRAND COUNTY COUNCIL ON AGING**

WHEREAS, Grand County adopted Ordinance No. 478 amending Ordinance No. 355 which established and created the Grand County Council on Aging;

WHEREAS, Grand County Ordinance No. 478/355 defines the constituent membership, terms of office, and purposes thereof, and duties and responsibilities of the Council on Aging;

WHEREAS, the Grand County Council on Aging drafted the proposed bylaws for review and approval by the Grand County Council;

WHEREAS, the Grand County Council adopted Ordinance No. 472 establishing a process for the adoption of bylaws for Grand County Boards, Commissions and Committees;

WHEREAS, the Council Administrator and County Attorney have both reviewed the proposed Council on Aging Bylaws to ensure that such bylaws do not conflict with Grand County Ordinance No. 355/478 or other ordinances or codes;

NOW THEREFORE, the Grand County Council hereby resolves to approve the Grand County Council on Aging Bylaws, as amended, attached as Exhibit A.

This Resolution was duly and regularly introduced and passed at a regular meeting of the Grand County Council, State of Utah on the 4th day of November, 2009.

Those voting aye: Greenberg, Ballantyne, Graham, Conrad, Baird, Ciarus, Holyoak

Those voting nay: _____

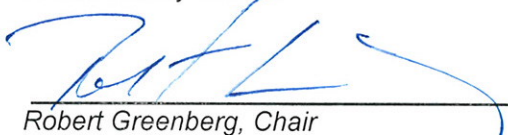
Absent: _____

Attest:



Diana Carroll, Clerk/Auditor

Grand County Council



Robert Greenberg, Chair

EXHIBIT A

BYLAWS OF THE GRAND COUNTY COUNCIL ON AGING

Approved 11-4-09

BYLAWS OF THE GRAND COUNTY COUNCIL ON AGING

ARTICLE I

Name and Location

Section 1. The name of the council shall be Grand County Council on Aging (hereafter referred to as Council on Aging), (see Exhibit A, Grand County Ordinance No. 478, "Establishment and Purpose," December 16, 2008).

Section 2. The Council on Aging mailing and public contact address shall be 185 North 500 West, Moab UT 84532 (c/o Grand Center).

ARTICLE II

Council Authority

Section 1. The Council on Aging shall advise the County on matters related to the needs of the County's aging population and shall have duties and responsibilities as enumerated in Grand County Ordinance No. 478.

ARTICLE III

Organization and Meetings

Section 1. MEMBERSHIP. See Exhibit A, County Ordinance No. 478.

Section 2. VACANCIES. See Exhibit A, County Ordinance No. 478.

Section 3. PROFESSIONAL REQUIREMENTS. See Exhibit A, County Ordinance No. 478

Section 4. EX-OFFICIO AND HONARARY MEMBERSHIPS. Ex-officio and honorary members shall not have voting power on the Council on Aging, but shall be encouraged to participate in discussions.

Section 5. MEETING SCHEDULES. The Council on Aging shall meet the second Monday of each month (see County Ordinance No. 478). An annual schedule shall be published with time and location of monthly meetings, beginning in the month of January. Special meetings or meetings of an emergency nature shall be called as needed. Meetings shall be posted for notice to the public in accordance with the Open and Public Meetings Act (for this purpose, at the Grand Center, located at 182 North 500 West, Moab, Utah).

Section 6. AGENDAS. The standard procedure and outline for preparing agendas for meetings shall be established in accordance with Robert's Rules of Order. Monthly meeting agendas shall contain at the minimum the following: 1) Chairman's Welcome & Statement of Purpose of the Meeting; 2) Approval of

Approved 11-4-09

Minutes of the Previous Meeting; 3) Discussion and Approval items; 4) Reports; 5) Information items; 6) Future items; 7) Closed session; and 8) Adjournment.

Section 7. SETTING AGENDAS. The Chairman must be notified of any items to be considered for discussion or action at any meeting of the Council on Aging, generally a minimum of seven (7) days in advance of the meeting. The chairman shall notify the secretary of Council on Aging of items to be discussed and the order of discussion, generally within no less than three (3) days in advance of the meeting.

Section 8. QUORUM. As per County Ordinance No. 478 (see Exhibit A), three (3) voting members shall constitute a quorum authorized to conduct business. Less than a quorum gathered for a properly noticed meeting shall adjourn the meeting to a future date.

Section 9. MINUTES. A written record of any meeting called by the Council on Aging to conduct business shall be prepared by the secretary of the Council on Aging within a reasonable period of time after the meeting (generally two weeks), and shall be made available at the Grand Center Office for public inspection in draft form, subject to final approval of the minutes at the subsequent meeting of the Council on Aging. The approved copy of the minutes shall be retained at the Director's office.

ARTICLE IV Officers

Section 1. TITLES OF OFFICERS. Consistent with County Ordinance No. 478, the Council on Aging shall elect officers from its five-member body as follows: Chairman, Vice-Chairman, and Secretary. Elections shall take place on an annual basis, generally at the first meeting of the year, in January. Unexpired terms of officers shall be filled by special election at a time called by the presiding officer.

Section 2. CHAIRMAN. The Chairman shall preside at all Council on Aging meetings and conduct business in accordance with Robert's Rules of Order; be authorized to sign or otherwise approve Council on Aging documents and/or correspondence requiring official representation of the Council on Aging; and perform all other such duties as are normally incident to the office of Chairman; but shall not sign any document that represents a financial commitment of the County.

Section 3. VICE-CHAIRMAN. The Vice-Chairman shall assume the duties of the Chairman in his or her absence.

Section 4. SECRETARY. The Secretary shall keep the minutes of the council meetings in one or more books provided for that purpose, see that all notices are duly given in accordance with the provisions of these bylaws or as required, be custodian of Council records including a log of member term expirations, and keep a register of the post office address of each member which shall be furnished to the secretary by such member, and in general perform all duties incident to the office of the Secretary.

Approved 11-4-09

ARTICLE V
Amendments

Section 1. CHANGES TO BYLAWS. Consistent with County Ordinance No. 478 and Ordinance No. 472, amendments to the bylaws of the Council on Aging may be by a majority vote of the Council on Aging at any of its meetings called for the purpose, and shall adopt amendments only after presentation at a previous meeting, and with final approval of the County Council.

ORDINANCE NO. 478

AN ORDINANCE AMENDING ORDINANCE NO. 355 ESTABLISHING AND CREATING A GRAND COUNTY COUNCIL ON AGING, DEFINING THE CONSTITUENT MEMBERSHIP, TERMS OF THEIR OFFICE, PURPOSES THEREOF, AND PROVIDING FOR THE DUTIES AND RESPONSIBILITIES OF SAID COUNCIL ON AGING.

The County Legislative Body of Grand County ordains as follows:

SECTION I. ESTABLISHMENT AND PURPOSES.

Due to the great interest in Grand County in improving, developing, coordinating and strengthening all programs concerned with a rapidly increasing aged and aging population and to more fully utilize the potential of our older citizens, their skills, their wisdom and their experience, the Grand County Council hereby creates a Grand County Council on Aging, hereafter referred to as the Council on Aging.

The purpose of the Grand County Council on Aging (Council) shall be to advise the Grand County Council (County Council) on all matters related to the needs of the County's aged population. The members shall in all cases act as a council, and they may adopt such rules and regulations for the conduct of their meetings and the management of the Council as they may deem proper, not inconsistent with the bylaws, Grand County ordinances, and the laws of the State of Utah.

SECTION II: DUTIES AND RESPONSIBILITIES OF THE COUNCIL ON AGING.

1. Provide a forum where elderly residents of the Grand County geographical area may meet to discuss current and future needs of the aging population;
2. Provide input to the policies and planned budget for the Senior Center facility activities, staff work programs, and facility operation;
3. Provide referral service to appropriate agencies to serve the needs of senior citizens;
4. Provide assistance to the staff of the Senior Center in planning recreational and other meaningful activities for the elderly residents of Grand County and surrounding areas; assist in the design of programs to further the well being of the County's elderly population;
5. Develop a marketing and community awareness program to inform residents of Grand County about Senior Center activities to ensure all are included and have the opportunity to participate;
6. Advise the Grand County Council on issues that require further resource advocacy from state, local and national levels; and,
7. To cooperate with the Utah Division of Aging and also both public and private companion agencies on the state and national levels to more effectively meet the needs of and provide opportunities for older persons.

SECTION III. ORGANIZATION

The Council on Aging shall consist of five regular voting members representing different groups or agencies (public or private) associated with services to older people such as Family Services (Welfare), Health, Education, Community Action, Community Services Council, Churches, Extension Service, etc., with at least one-half (1/2) of the membership over sixty (60) years of age. Ex-officio members without vote shall be: the Senior Center Director, and liaison members representing government agencies and local businesses.

1. Voting members shall be appointed by the County Council, by resolution (or minute entry), who may follow the recommendations of the Council on Aging. Appointments shall be made to be effective January 1st. The appointment of members shall be for a term of four years. Vacant appointments will be made for the balance of the term for which the appointment was originally made.
2. Officers elected by the Council on Aging shall be elected every year and serve no more than two (2) consecutive years. The officers shall consist of the following:
 - (a.) Chairperson
 - (b.) Vice Chairperson
 - (c.) Secretary
3. Members of the Council on Aging shall meet on the 2nd Monday of each month at the Senior Citizen Center at 12:30 p.m. o'clock or at special sessions as called by the Chairperson. No compensation shall be paid to members, as such, for their services; however, all members of the Council may be authorized travel expenses for attendance to out of town Council business. Expenses incurred during the course of performing services for the Council or Council business may be compensated when approved by the Council. Travel expense shall be covered with submission of a travel voucher to the Senior Center Director.
4. Any member of the Council on Aging may be removed by the Council for cause. Failure to attend two (2) unexcused consecutive meetings of the Council by any Member shall be the cause for written notification to the member that his/her position will be vacated should the person fail to attend the next Council meeting.

SECTION IV. BUDGET

A budget shall be established annually by the Grand County Council. Monies collected and expended shall be accounted for annually by the Senior Center Director and shall be audited by the County Auditor before approval of the succeeding year's budget.

This ordinance was duly approved and adopted by the Grand County Council of Grand County, Utah on the 16th day of December, 2008.

AYE: Ciarus, McNeely, Graham, Langianese, Lewis, Greenberg, Holyoak

NAY: _____

ABSENT: _____

ATTEST:

Diana Carroll
Diana Carroll, Clerk/Auditor

GRAND COUNTY COUNCIL

Gene L. Ciarus
Gene L. Ciarus, Chair