



REQUEST FOR BOARD ACTION

ITEM NO. 7

DATE OF MEETING: February 4, 2013

REQUESTED BY: Monique Baker, Tourism Director

SHORT TITLE: Resolution Authorizing Amendment to Article II Section 1 of the Pender County Tourism Development Authority By-Laws.

BACKGROUND: The present by-laws require that the Pender County Board of County Commissioners' Chairman be a permanent non-voting ex-officio member of the Tourism Development Authority Board. The Board of County Commissioners has requested that we change this to a County Commissioner or appointed representative. The Tourism Development Authority has met and discussed this proposed revision to the by-laws and recommends the Board of Commissioners approve the change. A copy of the by-laws incorporating the proposed amendment language is attached.

SPECIFIC ACTION REQUESTED: To consider a resolution amending Article II Section 1 of the Pender County Tourism Development Authority by-laws.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.



Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that:

the Pender County Tourism Development Authority Bylaws Article II Section 1 be amended to read as follows: The Authority Board shall include five permanent non-voting ex-officio members who shall be the Pender County Finance Officer, the Pender County Cooperative Extension Director, a Pender County Commission Board Member or appointed representative, the Pender County North Carolina House Representative and the Pender County North Carolina Senator, unless otherwise appointed by the Pender County Board of Commissioners as a full voting member. The County Manager is authorized to execute any/all documents necessary to implement this resolution.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown ___ McCoy ___ Tate ___ Ward ___ Williams ___

George R. Brown Jr., Chairman 2/4/13
Date

ATTEST 2/4/13
Date

**PENDER COUNTY
TOURISM DEVELOPMENT AUTHORITY BYLAWS**

ARTICLE I STATEMENT OF OBJECTIVES

1. The basic purposes of the Pender County Tourism Development Authority shall be:

To enhance and stimulate the economy of Pender County through the advancement of tourism activities within Pender County, recognizing tourism as an economic base. To advertise and promote such tourism activities to the extent that added tourism visitation will be generated to and within Pender County, and to enter all other endeavors purposed to the improvement of tourism as a segment of the total economy of Pender County.

2. In accomplishing the purposes of Paragraph 1 above, the Authority may seek the assistance of individuals and organizations, both voluntary and professional, in accomplishing its goals.

ARTICLE II MEMBERS OF THE AUTHORITY

1. The Pender County Tourism Development Authority shall consist of nine (9) members appointed by the Pender County Board of Commissioners. Three (3) of these members shall be representatives from entities that collect the tax; five (5) members shall be representatives of each of the five (5) Board of Commissioner Districts; and one member shall be a representative of the Chambers of Commerce in the County.

The Authority Board shall include five permanent non-voting ex-officio members who shall be the Pender County Finance Officer, the Pender County Cooperative Extension Director, a ~~the Pender County Board of County Commissioner's Chairman~~ Board Member or appointed representative, the Pender County North Carolina House Representative and the Pender County North Carolina Senator unless otherwise appointed by the Pender County Board of Commissioners as a full voting member.

2. All appointed members shall serve three year terms with the exception of the representative of the Chambers of Commerce, which shall serve a two year term. The Chambers of Commerce representative shall rotate every two years between each of the Chamber organizations. All terms of office shall expire on August 31, and appointees or re-appointees shall take office at the first regular meeting in September or at the first regular meeting following their appointment.
3. Vacancies for reasons other than expiration of terms shall be filled by the Pender County Board of Commissioners as they occur for the period of the unexpired terms. The Tourism Director or Tourism Authority Chairperson should notify the Commissioners one month in advance of open positions in order that the position can be properly advertised.
4. Faithful attendance at the meetings of the Authority is considered a prerequisite for the maintenance of membership on the Authority. A member of the authority can be

begin on July 1 of one year and end on June 30 of the following year.

3. Information concerning the operation, considerations, programs, projects, plans or other activities of this Authority will be made public by the Chairperson or Authority Member so designated by the Chairperson, or through such office of Pender County responsible for press relations. Individual members of the authority are not authorized and are discouraged from releasing information to the public on behalf of the Tourism Development Authority, at any time or any circumstances.
4. For its operation during any fiscal year, the authority shall cause to be prepared a detailed budget showing the funds it will need for specific purposes. This budget will be presented to the Pender County Board of Commissioners at the April meeting of the Board, at which time an appropriation will be requested to fulfill the financial requirements to carry out the proposed operations of the authority.
5. All policies and procedures relating to personnel, administration and finance which are in effect for the general government of Pender County shall be applicable to the Tourism Development Authority.

ARTICLE VIII FINANCIAL CONTROL

1. All fiscal policies and procedures which are being practiced by Pender County shall be applicable to the Tourism Development Authority.
2. A finance report shall be presented to the Tourism Development Authority monthly. The Authority shall report to the Board of Commissioners quarterly and at the end of the fiscal year on its receipts, expenditures and programming, in such detail as the Board may require.

ARTICLE IX AMENDMENTS

1. These bylaws may be amended only by the Board of Commissioners.
2. The Tourism Development Authority may recommend amendments to the bylaws to the Board of Commissioners, but only after an affirmative vote of a majority of the full membership.
3. All proposed amendments shall be brought before the Tourism Development Authority at least one (1) meeting prior to the meeting in which the vote is to be taken to make a recommendation to the Board of Commissioners.

ARTICLE X

These bylaws shall become effective ~~January 5, 2009~~ February 5, 2013.