

BYLAWS

OF

CITY OF BELVIDERE

CITIZEN CORPS COUNCIL COMMISSION

ARTICLE I: OFFICES

SECTION 1. Offices. The Commission shall maintain its offices within Boone County, Illinois. Where the Commission has no set office, the Office of the Mayor of Belvidere shall serve as the Commission office.

ARTICLE II: MEMBERS AND MEETINGS

SECTION 2.1. Members. The Citizen Corps Commission (hereinafter the Commission) shall consist of the Mayor of the City of Belvidere (the City), the Chief of Police for the City, the Fire Chief for the City, the Boone County Sheriff (the Sheriff), the Superintendent for School District 100, the Director of the Boone County Health Department, the President of Boone County Fire Protection District 2, the Director of the Rock River Chapter of the American Red Cross, the Program Director of the Belvidere Family YMCA, the Program Director of the Boone County Senior Corps, the Program Director of the Youth Services Network, and the president of the Belvidere Junior Chamber (Jaycees). The Mayor shall also appoint three (3) additional Commission members, with the advice and consent of the City Council. Two of the additional members shall be representatives of corporations or businesses located within Boone County. The third additional member shall be a citizen of the City of Belvidere. The Commission shall have no power to appoint or expel members, which power is reserved as set forth in City of Belvidere Ordinance #582G.

SECTION 2.2. Officers. The Mayor shall serve as the Chairperson of the Commission. The Commission shall elect a Vice-Chairman and Secretary. Officers must be sitting members of the Commission. The Vice-Chairman and Secretary shall serve one (1) year terms. The Secretary shall take and maintain the minutes of the Commission, which minutes shall be stored and archived at the Commission's offices.

SECTION 2.3. Place and Time of Meeting. The Commission shall meet, at such place as designated by the Chairman, at least quarterly. The Commission may meet more or less frequently as they may desire by majority vote. In addition, the Mayor may call any additional meetings as he sees fit or necessary.

SECTION 2.4. Roberts Rules. Robert's Rules of Order shall govern Commission meetings. However, the Commission may elect to suspend Robert's Rules or may conduct discussions and planning in an informal manner so long as final decisions and recommendations are made in conformance with Robert's Rules of Order.

SECTION 2.5. Notice of Meetings. Notice of all meetings shall be given all members as follows: In writing by fax, mail or personal delivery, by telephone or other oral communications, by electronic means, or by general announcement at any meeting of the Commission. All meetings shall be called and conducted in conformance with all applicable ordinances and statutes including, but not limited to, the Illinois Open Meetings Act.

SECTION 2.6. Voting. Each member shall be entitled to one vote. The members may vote in person or by proxy. However, votes may only be cast at a properly called meeting and no vote may be placed unless the member, or the member's proxy, is present at the meeting.

SECTION 2.7. Quorum. A majority of the Commission, present in person or represented by proxy, shall constitute a quorum at any meeting of the Commission. If a quorum is present, the affirmative vote of the majority of the members represented at the meeting shall be the act of the Commission, unless the vote of a greater number is required by these Bylaws, City ordinance or State or Federal law. Withdrawal of any member from any meeting shall not cause failure of a duly constituted quorum at that meeting.

ARTICLE III: POWERS AND AUTHORITY

SECTION 3: Powers. The Commission is created to formalize and advance the objectives and purposes outlined in Resolution 770-2002 and the mission of the Citizen Corps as articulated by the Federal Emergency Management Agency. The Commission is authorized to take such actions and programs as necessary to mobilize the citizens of Belvidere and Boone County to volunteer to help prepare for local and national emergencies and to coordinate the activities of the various units of local government and first responders.

Notwithstanding the foregoing, the Commission has no authority to enter into any agreement or contract or to expend or accept any funds without the prior approval of the City Council. Any and all purchases and contracts shall be awarded in compliance with State statute and local ordinance, including, but not limited to, any applicable competitive bidding requirements. With the prior consent of the City Council, the Commission may engage in fundraising activities.

ARTICLE IV: AMENDMENT

Section 4: Amendment. These bylaws may be amended 1) by a two thirds vote of the Commission with the advice and consent of the City Council, or 2) by a majority vote of the City Council.

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