

Ariton Parks and Recreation Commission

BY-LAWS

ARTICLE I - NAME

SECTION I: This organization shall be known as the Ariton Parks and Recreation Commission.

ARTICLE II - PURPOSE

SECTION I: The Ariton Parks and Recreation Commission is an administrative board which develops and manages a system of public recreation for the Town of Ariton. The Commission is empowered by the Ariton Town Council and Mayor to:

- Prepare, equip and maintain land belonging to the Town of Ariton suitable for use as a public sports complex.
- Authorize the collection of fees for amateur athletic contests.
- Equip and operate neighborhood center buildings necessary for a system of public recreation.
- Employ such leaders, instructors, or other personnel, as it seems appropriate.

The Commission shall have the power to adopt rules of procedures and prescribe regulations for the conduct of all business within its jurisdiction.

ARTICLE III - MEMBERSHIP

SECTION I: An annual membership meeting will be held each year, on or about January 15th, to vote for nominees to fill Commission vacancies and renew terms of service for current Commission members. During this meeting, half of the positions of each Committee shall be up for re-election. Odd numbered seats will be elected in odd years, and even numbered seats shall be elected in even years. The proposed incoming Commission shall then be submitted to the Mayor and Town Council for final approval. No business is authorized to be conducted prior to said final approval.

SECTION II: The Commission shall consist of three seasonal committees:

- Spring Committee - 9 members to oversee the baseball, softball, and soccer programs.
- Fall Committee - 7 members to oversee the football and cheer programs.
- Winter Committee - 6 members to oversee the basketball program.

Members of the Commission shall be active members of the Town of Ariton and shall be nominated by their respective Commission and approved by the President.

Ariton Parks and Recreation Commission

BY-LAWS

Consideration of Commission nominees will be selected based on their qualifications and willingness to serve. Commissioners shall be prohibited from election to multiple committees without Presidential approval and shall only be elected to fill a vacancy with no nominated candidates. Nominees will be selected without regard to race, creed, national origin, age, sex, or the presence of a disability. Final approval of each member of the Commission will be granted by the Mayor and Town Council at the next Town Council meeting. Members shall serve without compensation.

SECTION III: Terms of membership shall be assigned to a Commission Seat for two years and shall begin on the February 1st immediately following the membership meeting. As seat vacancies occur, they shall be filled for the unexpired term only. Resignations from the Commission must be in writing and received by the Secretary. When no effective date is declared, the resignation will be effective upon receipt by the Secretary. Filling vacancies will follow the procedure established in ARTICLE III, SECTION II, above.

SECTION IV: Each member of the Commission will be expected to contribute to the success of the Ariton Parks and Recreation. Duties and responsibilities will be discussed and agreed upon by members of the Commission and are not enumerated within these By-laws. Failure to contribute can result in a vote to remove a Commission member. A vote to remove a Commission member (non-Officer) does not require the prior written notice that removal of an Officer requires (*see ARTICLE IV, SECTION VI, below*).

ARTICLE IV – OFFICERS

SECTION I: The Commission shall, from their own membership, elect one Commission President, Treasurer and Secretary. Officers shall serve for a two-year term or until successors are elected.

SECTION II: The President of the Commission shall not serve on any Committee and shall serve as the executive for all three Committees. The President shall serve as the Chair for all meetings of the Commission. The President shall not cast a vote except to break a tie. The role of the President will be to provide information and input at the request of the Parks and Recreation Commission in order for the Commission to fulfill its role. Such a role is defined as operating the recreation programs of the Town of Ariton and overseeing the assets of the revolving funds, the ball fields, buildings, and the playgrounds. The President is authorized to be placed on the revolving fund account and shall be authorized to sign checks when necessity compels and must be approved by majority vote of the Commission. The President shall abstain from such a vote. In the event of a tie, the vote will be referred to the Town of Ariton Council for determination.

Ariton Parks and Recreation Commission

BY-LAWS

SECTION III: A Treasurer can be selected from any Committee and shall serve as Treasurer for all three Committees. The role of the Treasurer will be to manage the assets of the revolving fund and to prepare financial reports for the annual meeting of the Commission and submission to the Ariton Town Council. The Treasurer shall be authorized to sign checks on behalf of the Commission.

SECTION IV: A Secretary shall be installed in accordance with ARTICLE IV, SECTION I above. The Secretary shall serve as the Vice Chair, and shall chair all meetings in the absence of the Chair. The role of the Secretary will be to maintain all records of the Commission, both physical and digital, and record meeting minutes. Meeting minutes shall be made available to the members of the Commission, Mayor, Town Council, and the Town Clerk.

SECTION V: Officers may be removed for failure to perform the duties of their office by vote of the Commission, provided each member is notified in writing at least two weeks prior to the meeting at which such vote is held. In the event that the President is removed, the Commission shall meet within 30 days to vote to install an interim President to complete the term.

SECTION VI: Officers are subject to be summoned and expected to appear before the Mayor and Town Council to represent the Commission and discuss the business of the Parks and Recreation.

ARTICLE V – MEETINGS

SECTION I: The Chair shall convene regularly scheduled and specially held Commission meetings, and shall preside or arrange for other members of the executive committee to preside at each meeting, in the following order: Secretary (Vice Chair), Treasurer.

SECTION II: Each committee shall hold at least two meetings: one before their respective season begins and one after their respective season ends. These meetings will be held within the Town of Ariton. Notice of meetings open to the public and their location will be posted on the Ariton Parks and Recreation Facebook page.

SECTION III: Membership election meetings shall be according to ARTICLE III, SECTION I, above. All Commission membership selections shall be held in executive session. Executive session is defined as a closed-door session attended only by Commission members and the Mayor (when present). Membership votes shall be held in regular session open to the public.

SECTION IV: The President's Annual Report and Inventory will be presented to the Commission at the annual membership meeting.

Ariton Parks and Recreation Commission

BY-LAWS

SECTION V: Each Committee will hold meetings as needed to discuss matters pertaining to registration dates, game schedules, budgets, and other matters of importance as determined by the Committees.

SECTION VI: Special meetings may be called by the President or by written request of two Commission members.

SECTION VII: Selection of Head Coaches for every sports team operating under this Commission shall be conducted by a majority vote of the respective Committee members in executive session. Head Coaches are authorized to select their own assistant coaches. Each Head Coach and assistant coach shall be given the Ariton Parks and Recreation Code of Conduct, and compliance with said Code of Conduct is mandatory. Failure of any coach to adhere to the Ariton Parks and Recreation Code of Conduct shall be grounds for removal from their coaching position by a majority vote of the respective Committee in executive session.

SECTION VIII: A simple majority represents a quorum for each Committee meeting and full Commission meetings.

SECTION IX: All meetings are open to the public.

ARTICLE VI – PARLIAMENTARY AUTHORITY

SECTION I: Meetings of the Commission shall be conducted in an orderly manner similar to the rules contained in Roberts Rules of Order. These rules shall govern all cases to which they are applicable, and in which are not inconsistent with these By-laws.

ARTICLE VII – AMENDMENTS

SECTION I: The Mayor and Town Council reserve the right to direct the Commission to amend these By-laws as they determine said By-laws to be non-compliant with Town policies, procedures, and requirements.

SECTION II: Revisions or amendments to these By-laws must be proposed at a meeting of the Commission and decided by majority vote of members present. The proposed revision or amendment must receive a majority vote of those present at a scheduled meeting of the Commission to be incorporated into these By-Laws.

SECTION III: Any proposed changes or amendments to the way that business is conducted by this Commission shall receive a majority vote in the scheduled meeting of the Commission.

Ariton Parks and Recreation Commission

BY-LAWS

SECTION IV: If the Mayor and Town Council direct the Commission to amend these By-laws, such amendments and votes of ratification may be made in a special meeting called by the President.

Ariton Parks and Recreation Commission

BY-LAWS

ARTICLE VIII – ADOPTION

SECTION I: These By-Laws are hereby adopted this the **15th of November**, in the year of our Lord **2022**.

Secretary Andy Cook Spring - SEAT 1

Member Courtney Woodfaulk Spring - SEAT 2

Member Brady Tew Spring - SEAT 3

Member Hunter Hughes Spring - SEAT 4

Member Matt Murphy Spring - SEAT 5

Member Brandon Austin Spring - SEAT 6

Member (vacant) Spring - SEAT 7

Member Ben Johnson Spring - SEAT 8

Member (vacant) Spring - SEAT 9

Member Kristin Williams Fall - SEAT 1

Member (vacant) Fall - SEAT 2

Member Nate Hagler Fall - SEAT 3

Member Ryan Wilson Fall - SEAT 4

Member Brian Hagler Fall - SEAT 5

Member Jamie Littlefield Fall - SEAT 6

Member (vacant) Fall - SEAT 7

Member Hope Kilpatrick Winter - SEAT 1

Member Channing Senn Winter - SEAT 2

Treasurer Blake Wise Winter - SEAT 3

Member Andrew Davis Winter - SEAT 4

Member Eden Lunn Winter - SEAT 5

Member Jennifer Precise Winter - SEAT 6

President

Troy Jinright