

**BYLAWS
OF THE
CLEAN COMMUNITY COMMITTEE
OF
GLOUCESTER COUNTY**

Article I – Name

The name of this Committee shall be Clean Community Committee of Gloucester County.

Article II – Purpose

The purpose of the Clean Community Committee (the Committee) is to act in an advisory capacity to the Gloucester County Board of Supervisors on matters affecting the quality of the local environment and to promote litter prevention, recycling, beautification, and proper waste management. The Committee shall also promote efforts that increase public awareness of the impact of litter on Gloucester County and sponsor and participate in Gloucester County litter removal projects.

Article III – Membership

1. The Committee shall consist of not more than 20 voting members who shall be residents of Gloucester County. All voting members shall be appointed by the Board of Supervisors for terms of two (2) years.
2. Five *ex-officio* members representing the Engineering Department, Schools, Sheriff's Department, Waste Management, Inc. and the Board of Supervisors who shall be appointed by the Board of Supervisors.
3. The Gloucester County Clean Community Coordinator is the staff person assigned by the Board of Supervisors to be its county staff liaison to the Committee.
4. During any twelve consecutive month period any voting member missing more than four (4) consecutive meetings, or two other activities agreed to by the Committee without reasonable excuse shall, at the discretion of the Chair, be dropped from membership.

Article IV – Officers, Elections, and Duties

1. The elected officers of the Committee shall include a Chair and Vice-Chair. Officers will be elected annually by the voting members of the Committee. Elections will be held at the last meeting of the calendar year. The officers will assume their duties on January 1.
2. The Clean Community Coordinator will serve as recording secretary for the Committee.
3. The Committee neither owns nor manages assets; therefore, a Treasurer is not required.
4. The Chair shall approve the agenda prepared by the Clean Community Coordinator. The Chair will preside over all Committee meetings and shall appoint sub-committees and other ad hoc committees necessary to conduct the activities and business of the Committee. Any such subcommittees or working

groups will report back to the full Committee.

5. The Vice-Chair shall act in the absence of the Chair. If the Chair becomes unable to complete his/her term, the Vice-Chair shall assume those responsibilities for the remainder of the unexpired term.

6. The Recording Secretary shall distribute meeting announcements and materials at least one week prior to scheduled meetings, take minutes of activities and business transacted at Committee meetings, and distribute minutes prior to the next scheduled meeting.

Article V – Clean Community Activities

1. The Committee shall sponsor and support a Clean Gloucester Day annually prior to the Daffodil Festival.

2. A second goal of the Committee is to perform at least three separate county cleanups during each calendar year on a schedule to be agreed upon by the Committee.

Article VI – MEETINGS & QUORUM

1. A quorum for the purpose of transacting business shall consist of at least four (4) voting members in good standing, one of whom must be an officer. *Ex officio* non-voting members of the committee shall not be counted for quorum purposes. In the absence of a quorum, those attending may adjourn the meeting until a quorum is present.

2. The Committee shall hold regularly scheduled meetings as scheduled by the Chair and voting members. Meetings shall be open to the public and interested citizens of Gloucester County are encouraged to attend.

Article VII – AMENDMENTS

1. The Bylaws of the Committee shall be reviewed every two (2) years. The Chair may appoint a subcommittee to review the Bylaws and propose changes or the Committee may review the Bylaws as a Committee of the Whole. Proposed changes shall be brought before the Committee and may be accepted by a majority of the voting members at a duly constituted meeting. A copy of the proposed amendments shall be provided to all voting members and the Chair at least one week prior to the meeting at which the vote is scheduled. Amendments to these Bylaws shall become effective upon such acceptance.

Approved:

These Bylaws approved and adopted at a regular meeting of the Clean Community Committee held on February 17, 2016.

Date of Action	Action
February 1999	County interpretation as to when by-laws accepted
January 24, 2000	Education and Communications committees were deleted as the committee felt they should each be a part of the existing committee.
August 25, 2003.	Standing committees were deleted because the committee functions as a project oriented committee. Parliamentary procedures were deleted because the committee is so small that it doesn't adhere to Roberts Rules as such.
June 30, 2006	Several procedural and administrative changes were made to better the efficiency of the Committee
December 2, 2008.	Several procedural and administrative changes were made to better clarify the Bylaws and improve the efficiency of the Committee.
June 22, 2011	Several procedural, administrative, and editorial changes were made to simplify the Bylaws. Obsolete or irrelevant sections were deleted. Definition of a quorum was revised. Timeframe for election of officers was clarified.
_February 17, 2016	Added a second obligation for Committee member support to Article III item 4. Added new Article V – Clean Community Activities.