

GROSSE POINTE PARK BEAUTIFICATION COMMISSION

BY-LAWS

ARTICLE I

PURPOSE

The purpose of this commission is to consider, report and recommend to the Council from time to time, on matters concerning beautification and aesthetic concerns as well as promote and coordinate beautification efforts within the City of Grosse Pointe Park.

ARTICLE II

MEMBERSHIP

The Commission shall be composed of no fewer than fifteen (15) and no more than twenty (20) qualified members: one shall be a Council member, one shall be an administrative officer of the city, one may be a member of the City Planning Commission, and the balance shall be residents of the City of Grosse Pointe Park. Each Commissioner is to be appointed by the Mayor of Grosse Pointe Park for a term of (2) two years beginning December 1 and ending November 30. The terms of the City officials shall correspond to their respective official tenures.

REQUIREMENTS FOR MEMBERSHIP

- A. Commissioners must demonstrate a genuine interest in beautification activities of the Commission as evidenced by:
 - 1) Regular attendance at meetings.
 - a) Not having more than four (4) consecutive unexcused absences
or,
b) Not missing more than 50% of the meetings per term.
 - 2) Accepting and executing assignments.
 - 3) Initiating and promoting to the best of their ability beautification programs that tend to strengthen the overall efforts of civic improvements within the City of Grosse Pointe Park;
- B. If such interest or participation, as described in part A., is not forthcoming, the Chairperson, upon polling the membership, shall advise removing said Commissioner from the Beautification Commission's roster.
- C. Commissioners must be a resident of the City of Grosse Pointe Park for two (2) years or more prior to the day of his/her appointment and be a qualified registered voter on the day of his appointment and throughout his/her tenure.

REMOVAL FROM OFFICE

- A. A Commission seat shall be declared vacant if:
 - 1.) The Commissioner is absent from four (4) meetings in one term.
Exceptions may be made if:
 - a. The Commissioner is excused by the Chairperson prior to the missed meeting and
 - b. The excused absence is agreed upon by a quorum of the Commission members present at the time of each absence and
 - c. The excused absence is entered into the minutes of that meeting.
 - 2). The Commissioner is in unresolved default to the City as described in Sec. 5.1 of the City Charter.
 - 3). Any reason specified by statute or as described in Sec. 5.2 (f) of the City Charter.

OFFICERS

ARTICLE III

- A. The officers of the Beautification Commission shall be: Chairperson, Vice-Chairperson and, Secretary.
- B. A Corresponding Secretary and a Treasurer may also be elected or appointed at the pleasure of the Commission members. The Secretary would then become the Recording Secretary.
- C. The Chairperson will preside at all regular and special meetings.
- D. The Vice-Chairperson, in the absence of the Chairperson, shall act in his/her place. This officer also shall be the liaison between the Beautification Commission and other city Commissions, the Grosse Pointe Park Foundation, and any other groups or individuals as the Chairperson may deem necessary.
- E. The Secretary shall record all pertinent information of each and every meeting. Copies of the minutes shall be filed with the City Clerk within a timely fashion and as provided by law.
- F. A recommended slate of Commission Officers shall be elected from the Commission members by a majority of the membership present.
 - 1) This recommended slate shall be forwarded to the Mayor and City Council for consideration.
 - 2) Terms of office shall be for (1) one year.
 - 3) Such election is to be held at the regular November meeting.
- G. Mode of nominating officers:
 - 1) Nomination shall be made by the membership in written form for each elected position;
 - 2) A Commissioner at this time, must consent to have his/her name added or removed from nomination.
 - 3) Secret ballots shall be used to elect each officer.
 - 4.) Any nomination by a Commissioner may be made from the floor.

ARTICLE IV

MEETINGS

- A. The Beautification Commission shall hold regular open meetings each month.
- B. Special Meetings shall be held, as special business circumstances occur.
- C. Seven Commissioners including the Chairperson shall constitute a quorum for the transaction of business.
- D. It shall be the duty of the Chairperson to provide an agenda for each meeting. Such agenda is to consist of:
 - 1.) Roll Call
 - 2.) Approval of minutes
 - 3.) Old business
 - 4.) New business
 - 5.) Setting time and date of next meeting.
 - 6.) Adjournment.
- E. All matters appearing on the agenda must be submitted to the Chairperson prior to the meeting.

F. The Commission shall determine its own rules and order of business.

ARTICLE V

COMMITTEES

- A. The Chairperson shall appoint a Commissioner or Commissioners to serve on standing Committees.
- B. The Chairperson shall appoint a Commissioner or Commissioners to serve on a committee in order to explore, research, and report on specified projects. Each member of the committee shall be responsible for his/her final report to the membership within a specified amount of time

ARTICLE VI

VOTING

- A. All Beautification Commission members may vote and make motions.
- B. In the event of a tie vote, the tie shall be broken by the vote of the Chairperson. The Chairperson does not have veto power over the decisions of the Commission.

Respectfully submitted,

