

POLICIES
THE CITIZENSHIP AWARDS COMMITTEE OF JONESVILLE
JONESVILLE, MICHIGAN
June 17, 2009, and March 24, 2015

1. Name of Committee.

The name of this organization shall be the Citizenship Awards Committee of Jonesville, located in Jonesville, Michigan.

2. Purpose.

The Committee is created by the Jonesville, Michigan, City Council as a standing committee of Council for the purpose of planning and presenting an annual award for distinguished and exemplary citizenship, plus additional awards as may be determined from year to year. It shall be an advisory committee to Council and shall make recommendations to Council for such annual awards and programs.

3. Membership.

The Committee shall be comprised of 5 members appointed by Council. The Chairperson and 2 additional members shall be members of Council. The other members may be members of Council or other citizens of Jonesville. Members shall have three-year terms, except that for the original members 2 shall fill two-year terms and three shall fill three-year terms. As those terms end they shall be replaced with three-year terms. When a term is vacated during its term, Council shall appoint someone to complete the term.

4. Officers.

There shall be a Chairperson, Vice Chairperson and Secretary. The officers shall be elected by the Committee. Their responsibilities and duties shall be those customarily carried by such officers. Their terms shall be two years.

5. Meetings of the Committee.

- a) A quorum of three members shall be required for the transaction of business at all meetings of the Committee.
- b) Voting shall only be at meetings of the Committee
- c) At least one meeting shall be held annually. The Committee shall have as many meetings as necessary to fulfill its responsibilities and duties.
- d) Notice of each Committee Meeting shall be given in the manner required by the Open Meetings Act as done for other City Council Committee meetings.

6. Nominations.

Nominations shall be openly solicited with the official Nomination forms and shall be reviewed by the Citizenship Awards Committee. Recommendations shall be made to Council for each award.

7. Annual Award and Presentation.

The Annual Awards shall be selected by the Committee and might be a plaque, a medal, or other appropriate symbol of appreciation and recognition of outstanding citizenship. It shall be presented at a special celebration for this purpose.

8. Rules of Procedure.

All meetings of the Committee shall be conducted in accordance with the most recent edition of Robert's Rules of Order.

9. Revisions to these Policies.

These policies may be amended by Council at any meeting of Council, provided that the agenda item for that purpose has been included in the advance notices of the Council Meeting at which the amendment is to be considered.

These policies, as amended, were adopted by the Village Council of Jonesville, Michigan, on June 17, 2009,
and amended by action of the Jonesville City Council on March 24, 2015.

Attested to by Lenore Spahr, Deputy City Clerk, on 3/24, 2015. Lenore M. Spahr
(Signature)