

Chapter 10, CARROLL COUNTY FARM MUSEUM

[HISTORY: Adopted by the Board of County Commissioners of Carroll County as indicated in article histories. Amendments noted where applicable.]

ARTICLE I, Board of Governors [Adopted 6-21-1999 by Res. No. 443-99]

§ 10-1. Declaration of policy.

The Board of County Commissioners of Carroll County hereby finds and declares as follows:

- A. The history, development and prosperity of Carroll County is intimately and directly linked with agriculture to such an extent that fanning and animal husbandry can be said to permeate the culture of the county and in fact still constitutes the county's predominant industry; and
- B. The prestige and general welfare of Carroll County will be promoted by the preservation and proper appreciation of the rural culture of Carroll County, and the spirit and the values which this culture typifies; and
- C. It is in the best interest of the residents of Carroll County to preserve, maintain and develop this culture in connection with a public living history and historical facility; and
- D. In order to implement these findings, it is desirable to establish and operate a Carroll County Farm Museum to preserve, promote, and educate in the most appropriate manner, the county's cultural and historic resources.

§ 10-2. Establishment of Board; operation.

A. There is hereby established the Board of Governors of the Carroll County Farm Museum (hereinafter referred to as the "Board") who shall report directly to the Board of County Commissioners and/or its designee.

B. The Board shall operate under Robert's Rules of Order.

§ 10-3. Membership; appointments; terms of office; vacancies.

A. The Board shall be composed of 11 members including the Chairperson, Vice Chairperson and Secretary. In addition, one member of the Board of County Commissioners of Carroll County who shall serve as an ex. officio member of the Board. A majority of the Board of County Commissioners shall appoint Board members, as vacancies occur, from persons recommended by the Board or as selected by the Board of County Commissioners. They shall be selected as follows:

(1) From private organizations primarily concerned with historical, cultural resources, agriculture and conservation areas; and

(2) From public offices (federal, state, or local) concerned with historical educational, agricultural, and conservation areas; and

(3) From among the private citizens who are recognized for their interest in promoting the rural culture and history of Carroll County.

B. The Chairperson of the Board shall, annually at the April meeting, appoint a Nominating Committee of not less than three current Board members. A slate of candidates will be prepared by the Nominating Committee, from those Board members who have indicated, in writing, their desire to serve as an officer of the Board as constituted on July 1 next.

C. Officers of the Board shall be elected by a simple majority of the Board each year at the June meeting; when the slate of at least one candidate for each position is presented to the Board by the Nominating Committee.

D. Each member of the Board shall be appointed for a term **of three years**, except that:

(1) All members shall be eligible to serve two consecutive terms only. Those members desiring a second term shall advise the Chairperson of the Nominating Committee of their intentions, in writing, by May 1. A member may again be eligible for reappointment subsequent to the second term after the expiration of a period of one year.

(2) A search for candidates to fill positions on the Board, due to the expiration of a member's second term, will be initiated by the Administrator no later than March 1. Responses from interested candidates will be sent to the Chairperson of the Nominating Committee. A list of all candidates, both new and those desiring a second term, will be presented to the Board, for approval prior to submission to the Board of County Commissioners for appointment. The list of candidates shall be referred to the Board of County Commissioners no later than June 1 of each year, who, beginning with July 1, 1999, shall appoint three members for a two-year term and two members for a one-year term on the Board of Governors.

(3) Any member appointed to fill a vacancy occurring prior to the expiration of the term for which his/her predecessor was appointed shall be appointed only for the remainder of such term and shall be eligible for reappointment for one term. In the event that the remaining term is less than one year, the appointed member is eligible for reappointment to two terms.

E. Any vacancy in the Board shall be filled in the same manner in which the original appointment was made. Any vacancies in officers of the Board shall be filled by an election held at the next June or subsequent meeting of the Board.

F. Inability to attend three meetings within a fiscal year, without notice to the Administrator or an Executive Board member, may be cause for the Executive Committee to recommend to the Board of County Commissioners that such Board member be replaced.

§ 10-4. Meetings and quorum.

The Board shall meet at the call of the Chairperson, not less than nine times each calendar year

B. A majority of the members of the Board (six) shall constitute a quorum.

§ 10-5. Duties and responsibilities.

The Board shall have the following duties and responsibilities:

A. To recommend plans for the maintenance, repair, preservation, enlargement and improvements of the facilities of the Carroll County Farm Museum, including buildings, grounds, roads, paths, ponds, gardens and trees.

B. To propose to the Administrator ways and means to borrow, acquire, repair and maintain house furnishings, household utensils, farm tools, farm implements and machinery, and other such items which the Board may consider appropriate for display or use in the operation of the Farm Museum.

C. To encourage and solicit donations, gifts, bequests, and benefits for the purpose of acquiring appropriate items and exploring sources of funds and grants for use in the development, improvement and maintenance of the Farm Museum.

D. To elect individuals from its membership to serve as Chairperson, Vice Chairperson, and Secretary to the Board.

E. To assist the Administrator in preparing the patrons fund budget, capital and general operating budget to be submitted to the Commissioners for the ensuing fiscal year. The Board shall assist in preparing in an annual report setting forth its activities.

F. The Board shall submit to the Board of County Commissioners and/or the designee reports and recommendations with respect to its activities at such times as the Board of County Commissioners shall request or the Board deems appropriate.

G. To recommend to the Administrator admission fees to the Carroll County Farm Museum for individuals and groups, for all upcoming fiscal year events, as well as the exemptions from admission fees. Fees shall be approved by the Board of County Commissioners for special events and general admission.

H. To recommend to the Board of County Commissioners for appointment the names of such person or persons as a majority of the Board shall find are eminently qualified to fill

any vacancy that may occur in the membership of said Board, whether such vacancy results from death, resignation or the expiration of the term of member as provided in § 10-3D of this article.

I. The Board shall be responsible for the use of the Farm Museum grounds subject to all county policies. Waivers of those policies shall be approved by the Board of County Commissioners.

§ 10-6. Committees.

A. It shall be the duty of the Chairperson of the Board (or the Vice. Chairperson, in the event of the incapacity or vacancy of the Chairperson) to appoint from the membership of the Board individuals to serve as Chairperson of the standing committees, hereinafter set forth, and of such other special committees as the Chairperson or the Board of County Commissioners shall deem necessary and useful for the purpose of this article. Special committee members may include Farm Museum volunteers or others who possess knowledge or expertise useful to such a committee.

B. There shall be maintained standing committees whose function shall be as follows:

(1) Executive Committee: the Chairperson (which shall be the Chairperson of the Board), the Farm Museum Administrator and no less than five additional members, including the ex. officio County Commissioner, Vice Chairperson, Secretary. Chairperson of the Budget Committee, and one other Board member. It shall be the duty of this Executive Committee to develop the agenda for regular Board meetings and to handle emergency matters including the authorization of expenditures of funds not in the approved budgets in accordance with the approval of the County Budget Director and county regulations and policies.

(2) Budget Committee: the Chairperson of which shall be appointed by the Chairperson of the Board and shall comprise no less than four members, including the representative member of the Board of County Commissioners, ex. officio. It shall be the duty of the Budget Committee to assist the Administrator in the preparation of the capital, general operating and patrons fund budgets for submission to the Board of County Commissioners.

C. The Chairperson of the Board may appoint other operating committees as deemed necessary.

§ 10-7. Amendments.

If changes in this article are deemed necessary, the Chairperson of the Board has the authority to appoint a committee to propose amendments for consideration by the Board. Once approved by the Board, these amendments must be reviewed by the County Attorney's Office and then approved by the Commissioners before becoming part of this

article.

§ 104. Liability.

No section of this article shall result in personal liability to the Board of Governors or its individual members.