

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2013- 2328

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5
6 REESTABLISHING A VOLUNTEER COORDINATING COMMITTEE;
7 **REPEALING RESOLUTIONS R95-819 AND R2001-1295**

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10 WHEREAS, the Council previously established a Volunteer Coordinating
11 Committee by Resolution R95-819;

12 WHEREAS, the Council updated the establishment of the Volunteer Coordinating
13 Committee by Resolution R2001-1295;

14 WHEREAS, Resolution R2001-1295 had a typographical error whereby it made
15 reference to repealing Resolution No. 95-617;

16 WHEREAS, Resolution No. 95-617 does not exist;

17 WHEREAS, the Council has considered the matter and wishes to correct the
18 typographical error and update the requirements of the committee;

19 WHEREAS, it is appropriate to reestablish such committee under the established
20 format for Council committees;

21 NOW, THEREFORE,

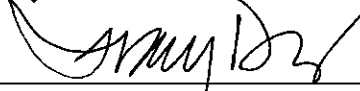
22 BE IT RESOLVED by the City Council of the City of Keizer that a Volunteer
23 Coordinating Committee is hereby established as outlined in Appendix "A", attached
24 hereto and by this reference incorporated herein.

1 BE IT FURTHER RESOLVED that Resolutions No. R95-819 and R2001-1295
2 are hereby repealed in their entireties.

3 PASSED this 4th day of February, 2013.

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5 SIGNED this 4th day of February, 2013.

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Mayor

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11 _____
City Recorder

Appendix "A"
City Council Committee

- Name: Volunteer Coordinating Committee
- Purpose: The Committee will serve in an advisory capacity to the City Council and shall be responsible for the following:
1. Identify functions and activities where volunteers can help the City;
 2. Solicit volunteers for all City Boards, Committees and Commission;
 3. Solicit and match volunteer needs for special projects and activities within the City;
 4. Recruit, interview, and recommend Board, Committee, and Commission appointments to the City Council;
 5. Assist in training of volunteers and public relation items pertaining to the individual Board, Committee, and Commissions;
 6. Annual recognition for the City volunteers.
- Membership: The Committee shall consist of seven (7) voting members. Each of the seven (7) members shall be appointed by a member of the City Council. The member shall be appointed to a position corresponding with the position of the Council member responsible for their appointment. The Mayor will appoint a non-voting Council liaison to the Committee. The Committee will be staffed by a non-voting staff liaison to be appointed by the City Manager.
- Term of Office: Each member of the Committee shall be appointed for a two-year term. The appointments will be announced and the term will begin at the first Council meeting in January of each odd numbered year, following the general election. If an appointed member is unable to serve the term for which the member is appointed or an appointed member resigns prior to the completion of the term, the Council member responsible for this position shall appoint another individual to finish the term. If a Council office is vacant for any reason, the replacement Council member may, at their option, replace the appointed member. There will be no term limits for members of the Committee.
- Chair and Vice-Chair: The Committee will elect a Chair and Vice-Chair at the first meeting of each calendar year.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Roberts Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.