

Bob Marotto

From: Thom Freeman
Sent: Monday, March 02, 2015 3:16 PM
To: Charlotte Terwilliger (cterwilliger@tjcog.org); Janice Tyler; Audrey Spencer-Horsley; David Stancil; ocabc@mindspring.com; Bob Marotto; Paula Phillips; Martha Shannon - Orange County Arts Commission; Lee Harris; Colleen Bridger; Meredith Stewart; Lindsey Shewmaker; Rich Shaw; Steve Brantley; Peter Sandbeck; Debra Graham; Perdita Holtz; Abigaile Pittman; 'Heather Altman'; 'maxomason@yahoo.com'; 'msdivapat@yahoo.com'; 'kimwoods@ncsu.edu'; 'mcadamsfarm@gmail.com'; 'bstuckey@nc.rr.com'; 'michellemerckwalker@gmail.com'; 'Stubborndev@gmail.com'; 'coreyd@gmail.com'; 'acarey@sienahotel.com'; 'jan.sassaman@gmail.com'; 'drb@bpropnc.com'; 'mamajanelsparks@gmail.com'; 'dicres@mindspring.com'; 'wright7020@gmail.com'; dahbrunson@aol.com; 'jean.bolduc@gmail.com'; 'nj397bench@gmail.com'; 'paul.guthrie@gmail.com'; 'clairmillar509@email.com'; 'driscoll1323@nc.rr.com'; Thom Freeman; Deputy Chief Pete Hallenbeck
Cc: Donna Baker
Subject: Advisory Board Attendance Reporting
Importance: High

To All Advisory Board Support Staff:

The Board of County Commissioners has asked that we monitor attendance for each county appointed volunteer position. This is designed to make sure that there is adequate coverage for all Advisory Boards in order to have a quorum. To accomplish this goal, please forward your attendance records to my attention at the end of each quarter. The first attendance record will be due after March 31st and then June 30th, etc. This process will aid us in determining if volunteers are meeting the 75% mandatory attendance rate per the adopted 2012 Advisory Board Policy:

H. Removal

1. Members of Orange County's advisory boards serve at the pleasure of the Orange County Board of Commissioners and may be removed for any reason or no reason with or without cause.
2. Members of Orange County's advisory boards are expected to abide by the highest ethical and professional standards.
3. In addition to Section III(H)(1) above, the Orange County Board of Commissioners shall remove any member of an advisory board for neglect of duty, nonparticipation that becomes problematic to the advisory board's functioning and purpose. Neglect of duty and nonparticipation are defined as follows:
 - a. Missing three (3) consecutive meetings; or
 - b. Missing twenty-five percent (25%) of meetings within any twelve (12) month period.
 - c. For this section III(H)(3) to apply, the missed meetings in question must be unexcused.
4. The advisory board Chair shall notify a member if the member is at risk of being removed pursuant to section III(H)(3).
5. The advisory board Chair shall notify the Clerk to the Board of Orange County Commissioners if a member has violated section III(H)(3).

If you have any questions please feel free to give me a call or shoot me an email.

Thank you,

Thom Freeman
Assistant to the Clerk
Orange County Board of Commissioners
200 Cameron Street
PO Box 8181
Hillsborough, NC 27278
919-245-2125
FAX – 919-644-0246
tfreeman@orangecountync.gov

