

# Farragut Visual Resources Review Board

## By-Laws

Purpose. Whereas, the Board of Mayor and Aldermen of the Town of Farragut does duly recognize that there is much interest and desire within the incorporated area of the Town of Farragut to maintain its natural beauty and enhance its overall and long-term attractiveness, and the desire to maintain the small town atmosphere, and

Whereas, the Board of Mayor and Aldermen recognizes a need for organizing such an attempt in order to make the Town of Farragut and its developed and undeveloped properties more desirable in appearance,

Now, therefore, the Board of Mayor and Aldermen does hereby resolve to create the Visual Resources Review Board for the Town of Farragut.

### Article I.

Section 1. Name of Board. The name of the Board shall be the Farragut Visual Resources Review Board as established and provided by resolution of the Board of Mayor and Aldermen.

Section 2. Office of Board. The office of the board shall be at the Farragut Town Hall, or such other duly authorized place where the official records of the Board shall be maintained and where the board shall meet.

Section 3. Membership. The membership of this board shall be composed of citizens of Farragut and shall be appointed by the Board of Mayor and Aldermen. At least one-half of the full membership of the Board shall constitute a quorum. The Board of Mayor and Aldermen shall have the authority to remove any appointive member.

Section 4. Vacancies. Any vacancy in an appointive membership shall be filled for the unexpired term by the Board of Mayor and Aldermen.

### Article II. Officer and Their Election

Section 1. Officers. The officers of the Board shall be chairman, vice-chairman, and secretary.

Section 2. Elections. The chairman, vice-chairman, and secretary shall be elected at the annual meeting of the board from the appointive members to serve for one year, with eligibility for re-election.

Section 3. Vacancies. Should the office of chairman, vice-chairman, or secretary become vacant, the Board shall at its next regular monthly meeting, elect a successor.

### Article III. Duties of Officers

Section 1. Chairman. The chairman shall preside at all meetings of the Board, except as otherwise authorized by the Board.

Section 2. Vice-Chairman. In the absence or incapacity of the chairman, the vice-chairman shall perform his duties until such time as anew chairman is elected.

Section 3. Secretary. The secretary shall keep a full record of all proceedings and actions taken by the Board with votes recorded. In addition, the secretary shall serve as chairman of the Board in the absence of both chairman and vice-chairman. In the absence of the secretary, the chairman shall appoint an acting secretary.

### Article IV. Meetings

Section 1. Regular Meetings. Regular meetings of the board shall be held monthly on the fourth (4) Tuesday of each month at 7:00 P.M. at the Town Hall or at such other place or time as designated by the Board.

Section 2. Annual Meeting. The annual meeting of the Board shall be held in August at the place established for the regular meeting unless otherwise designated by the Board.

Section 3. Special Meetings. Special meetings of the Board may be called for any purpose at any time by the chairman or by a majority of the members of the board with due notice given.

Section 4. Work Sessions. Work sessions of the Board may be held at such time, date, and place as the Board may from time-to-time designate. Such sessions shall be for the purpose of reviewing and discussing appropriate issues, provided that no resolutions shall be acted upon.

Section 5. Manner of Voting. The voting on all questions coming before the Board shall be by voice vote, and the ayes, nays, and abstaining votes shall be entered on the order and minutes of such meeting.

### Article V. Amendments

Section 1. The by-laws of this Board may be amended at a regular or special meeting, but no amendment proposed shall be adopted unless at least seven (7) days written notice there-of has been previously given to all members of the Board.

### Article VI. Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern the Board in all cases in which they are applicable and in which they are not in conflict with these by-laws.