

Motion by Councilman Ross,
Supported by Councilman Turchin,

WHEREAS, the well-being of the senior citizens of our community is a matter of special concern to the City Council; and

WHEREAS, to further this end the City Council has determined it advisable to abolish the Senior Citizens' Advisory Board and the Commission on Senior Citizen Concerns and to consolidate their functions into one Advisory Commission; and

WHEREAS, by previous resolutions this City Council has rescinded resolutions establishing the aforementioned Committees;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Madison Heights does hereby authorize the establishment of the Madison Heights Senior Citizen Advisory Commission charged with the responsibilities of Advising the City Council of the needs and concerns of our senior citizens;

BE IT FURTHER RESOLVED, that the Advisory Commission shall consist of a membership of nine (9) individuals who shall be residents of the City of Madison Heights and who have attained the age of fifty-five (55) years and above. Three (3) members shall be appointed by the majority of City Council for a 3 year term. The remaining six (6) shall be elected by the senior citizen membership. The elected members shall serve for three (3) year terms. Each year two elected positions will be posted and voted upon. All senior citizens over the age of fifty-five (55) years of age residing in the City of Madison Heights shall be eligible to vote for members of the Madison Heights Senior Citizen Advisory Commission. There shall also be two (2) ex-officio members comprised of a representative of the City Council and a representative from the City Administration. The ex-officio members shall participate in all discussion, but may not vote on any actions taken by the Advisory Commission.

BY-LAWS

ARTICLE I MEMBERSHIP

- A. The Advisory Commission shall consist of not more than nine (9) voting members.
- B. These nine (9) members shall be residents of the City of Madison Heights who have attained the age of fifty-five (55) years or older.
- C. A representative of the City Council and a representative of the administration shall serve as ex-officio "non-voting" members of this Commission.
- D. Five (5) members of the Advisory Commission shall constitute a quorum for the transaction of business. A majority of affirmative votes of the Commission shall be required for adoption and recommendation of any proposed action of said Commission.

- E. Any member of the Commission who shall be absent from three (3) or more consecutive meetings without good cause; illness or reasons of health or disability, shall be replaced, subject to the approval of the Commission followed by a letter from the Secretary/Treasurer.
- F. In the event of a resignation or death, the Commission shall appoint the person who received the next highest votes in the last election and will complete the term of the resigned person. All letters of resignation are to be submitted to the Chairman and/or Secretary.

ARTICLE II APPOINTMENTS, ELECTIONS, TERMS, COMPENSATION

- A. Three (3) members of the Advisory Commission shall be appointed by a majority of members of the City Council. Said members of the Commission shall be appointed in the following manner:
- One (1) member for a three (3) year term.
 - One (1) member for a two (2) year term.
 - One (1) member for a one (1) year term.
- B. The remaining six (6) members of the Commission shall be elected by the senior citizens, whose term of office shall consist of a three (3) year term on an alternating basis, so that two (2) new members shall be elected each year and one be appointed by the City Council. The two (2) elected members shall be elected by the senior citizens. Elections will be held the first week of June for two days. A nomination committee, consisting of Commission Members whose terms have not expired will serve as the nomination and election committee. Nomination will take place the last 10 days in May. Absentee ballots may be obtained by a staff person when under certain conditions due to health or absence from town. The ballot must be returned in a sealed envelope to a staff person.
- C. Members of this Commission shall serve without compensation.

ARTICLE III ORGANIZATION

- A. The Chairman shall be elected by Majority vote of the Commission and shall preside at all meetings and appoint all committees with the approval of the Commission.
- B. The Vice-Chairman shall serve in this capacity in the absence or at the request of the Chairman and act as an ex-officio member on all committees.

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- C. The Secretary/Treasurer shall record the minutes and activities of all regular and special meetings and shall conduct all correspondence. The Secretary/Treasurer shall be the custodian of all finances; receive all monies and disburse all funds at the direction of the Commission and maintain a financial account as well.
 - D. All checks shall be signed by the Chairman and the Treasurer or Vice-Chairman.
 - E. The Commission shall adopt rules for transaction of business and shall keep the records of its resolution and recommendations.

ARTICLE IV MEETINGS

- A. The Senior Citizen Advisory Commission shall meet on the second Tuesday of the month at 6:00 p.m., at the Senior Citizen Center.
- B. Special meetings may be called on a two (2) day notice by the Chairman.

ARTICLE V POWERS & DUTIES

- A. The Advisory Commission shall be charged with the responsibility of representing the concerns and needs of the senior citizens of the City of Madison Heights and serve in an advisory capacity to the City Council.
- B. The Commission shall recommend programs and priorities for service directly related to the needs of the senior citizens.
- C. The Commission shall forward minutes of its meetings to the City Council for review and to the City Clerk for permanent file.

ARTICLE VI SCOPE OF AUTHORITY

The Advisory Commission is a non-administrative Commission serving solely in an advisory capacity to the Senior Citizen Staff and to the City Council.

ARTICLE VII AMENDMENT OF BY-LAWS

By-Laws of the Advisory Commission may be amended by the Commission upon approval of the Madison Heights City Council.

Yeas: Claya, McGillivray, Mills, Ross,
Suarez, Turchin and Van Sice.
Nays: None.