

GALESBURG DDA

Mission Statement Proposal to the Galesburg DDA:

To promote a vigorous downtown business and residential district while retaining and enhancing a friendly “Main Street” atmosphere.

Vision Statement Proposal to the Galesburg DDA:

To be recognized and respected as a premier community in Southwest Michigan.

- ◆ The members shall be appointed by the Mayor of the city, subject to the approval by the City Council.
- ◆ Not less than a majority of the members shall be persons having an interest in property located in the downtown district.
- ◆ Not less than one of the members shall be a resident of the downtown district, if the downtown district has 100 or more persons residing within it.
- ◆ Of the members first appointed, an equal number as near as is practical, shall be appointed for one year, two years, three years and four years.
- ◆ Before assuming the duties of office, a member shall qualify by taking the Constitutional Oath of Office.
- ◆ Members shall hold office until the member's successor is appointed. Thereafter, each member shall serve for a term of four years.
- ◆ If death, resignation or removal of a member creates a vacancy, a successor shall be appointed by the mayor, with the advice and consent of the City Council within 30 days to hold office for the remainder of term vacated.

Section 4: Compensation of Members

Members of the board shall serve without compensation, but shall be reimbursed for actual and necessary expenses.

Section 5: Removal

Pursuant to proper notice and an opportunity to be heard, a member may be removed from office for cause by a majority vote of the City Council. Sufficient cause for removal includes, but is not limited to a neglect of duty, non-attendance at meetings or loss of an interest in the downtown district. An appointment to fill a vacancy shall be made by the Mayor of Galesburg for the unexpired term only.

Section 6: Disclosure of Interest

A board member, who has a conflict of interest regarding any matter before the Authority, shall disclose the interest prior to any action by the Authority with respect to the matter. The disclosure shall become a part of the record. Any member making such disclosure shall then refrain from participating in the Authorities decision making process relative to the matter.

Articles 3: Officers

Section 1: Election and Tenure

The officers of the Authority shall be a president, vice president, treasurer and secretary and shall be elected by the Board of Directors at the first regular meeting and each annual meeting thereafter.

Section 2: Special Meetings

Special meetings shall be held whenever called by the President, or any two members of the board upon eighteen hours written notice of the time and place of the meeting.

Section 3: Notice of Meetings

All meetings shall be preceded by public notice posted eighteen hours prior to the meeting in accordance with Act 267 of the Public Acts of 1976 as amended (open meeting act).

Section 4: Agenda

An agenda shall be prepared for all meetings and copies provided to the members at least 18 hours prior to the meeting. Any member of the Authority may place an item on the agenda.

Section 5: Quorum and Voting

Any five members of the board shall constitute a quorum. The vote of the majority of the members present at a meeting at which a quorum is present shall constitute the action of the board unless the vote of a larger number is required by statute or elsewhere in the bylaws.

Section 6: Order

Roberts Rules of Order will govern the conduct of all meetings.

Section 7: Open Meeting

All meetings of the Authority shall be open to the public in accordance with the Public Act 267 of 1976.

Article 5: Miscellaneous

Section 1: Books and Records

- ◆ The Authority shall keep correct and complete books and records of accounts.
- ◆ The Authority shall keep minutes of the proceedings of it's members, board and committees having any of the powers of the board and shall keep at the principal office a record of names and addresses of members entitled to vote.
- ◆ All books and records shall be open to the public.

The Downtown Development Authority of the City of Galesburg

Amendment to the Bylaws

RESOLVED, that Article 2, Section 2 of the Bylaws of the Downtown Development Authority of the City of Galesburg is amended to read in its entirety as follows:

“Section 2: Number, Tenure, & Qualifications. The board of directors shall consist of not less than eight (8) or more than (12) members. The Mayor of the City of Galesburg and additional members each appointed for four years will serve as the board of directors.”

IN WITNESS WHEREOF, as voted at the Downtown Development Authority of the City of Galesburg meeting held Wednesday June 3, 2015.