Child Care Council Operating Procedures – to be used in conjunction with the Bylaws

Article 11 section 2- Member Terms

1. Members appointed by the Board of Supervisors and the Superintendent of Schools shall serve a two year term. At the completion of a term, members so appointed, may reapply to the appointing authority for a total of three terms (six years). After this the member must wait for two years to reapply for a new term and then again may serve up to three consecutive terms.

Article II section 3- Vacancies

1. All interested persons will fill out the Board of Supervisors application, sign and date. A file will be maintained by Coordinator. Notes will be added to application to indicate the category/categories of membership for which the interested person is eligible.
2. Upon a vacancy the Coordinator will check with the person for continued interest and the alignment with the vacancy category.
3. The goal of this process will be to vet for diversity.
4. If after outreach, no one is available to serve in the vacancy, then the current member may apply for reappointment to another term.

 Article III section 1- Meetings

1. A fully funded Council as in FY 2008-2009 maintained the minimum number of meetings per year; adjustments were made to reflect a 50% reduction in total funding as of 11/2009. These reductions will be considered when scheduling meetings henceforth.
2. A decision will be made by the Chair and Coordinator to determine need (significance of discussion and/ or action items) for a meeting at monthly intervals. The meeting cancellation will be notified at least 72 hours prior to the schedule. This may result in up to a 50 % reduction in number of meetings per year.

Article 1V section 1- Officers

 If no member wishes to stand for an office/position, then the term of the existing officer may be extended if that member is willing.

Article 1V section 2 - Duties of Officers

 1. When there is no treasurer elected, then the vice chair will perform the duties of the treasurer.

Approved by vote of Council October 22, 2014