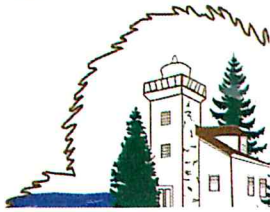


Ontona,



VILLAGE OF ONTONAGON

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Founded in 1843

Policy Statement

Tony Smydra
President

Elmer Marks, Jr.
President Pro-Tem

TRUSTEES

Don Chastan
Maureen Guzek
John Hamm
Sarah Hopper
Mike Mogan

Joseph Erickson
Village Manager

Kori Weisinger
Clerk/Treasurer

Regarding: Attendance expectations by appointees at village commission and authority meetings

Appointment to a village commission or authority carries with it a great responsibility to serve in an advisory capacity to assist the Village Council in resolving complex issues. It is also an important means of encouraging citizen participation in public service. The purpose of commission and authority volunteers is to sift and analyze data and then make recommendations to the Village Council. Those appointed to commissions and authorities should know exactly what they are responsible for, what their authority is, and what they are expected to accomplish. To fulfill their charge, members must be present at meetings, informed, and able to participate to the best of their abilities. Occasionally missing a meeting is simply a reflection of one's busy life. Significant absenteeism by an appointee is counterproductive to the commission's or authority's operations. Significant absenteeism is a reflection of a lack of commitment by the appointee.

Therefore, it is the policy of the Council of Trustees of the Village of Ontonagon that:

- A. Members of a commission or authority are expected to attend all regularly scheduled meetings of said commission or authority.
- B. Attendance at meetings that are called for a singular purpose shall be deemed Special Meetings. Attendance at Special Meetings is encouraged but not required.
- C. Failure to attend a regular meeting shall be considered "unexcused" unless otherwise noted in the minutes of said meeting as having been "excused."
- D. Non-attendance that results in three unexcused absences within a "rolling" calendar year shall be deemed to be nonfeasance in office, and, unless a removal hearing is otherwise required by law, shall automatically create a vacancy without further action.
- E. Except in a circumstance of an automatic vacancy under this provision, any commission or authority member removed by the Village Council during their term may request a hearing before the Village Council and receive an explanation of the reason for their removal.
- F. A member may request the Village Council to grant a leave of absence, not to exceed 120 days from a commission or authority. Such leave may be granted upon the request of the commission and upon a majority vote of the Village Council.

Adopted: 22 June 2020

The Village of Ontonagon is an equal opportunity provider and employer. Complaints of discrimination should be sent to:

USDA, Director, Office of Civil Rights, Washington, DC 20250-9410 . 