

**Agenda**  
**Board of Trustees Meeting**  
**At The Village of Lansing Office**  
**2405 N. Triphammer Road**  
**June 3, 2019 @ 7:30pm**

7:30 Call To Order

Public Comment Period

Approve Minutes from May 16<sup>th</sup> and 20<sup>th</sup>, 2019

Consider Recreation Partnership Intermunicipal Agreement of  
2018-2022- Approve New By-Laws

Mayor's Comments

General Discussion

Adjournment

**BY-LAWS**  
**Recreation Partnership Board**

- I. Name:** The name shall be the Recreation Partnership Board.
- II. Preamble:** The Recreation Partnership Board is a unique inter-municipal compact created to jointly plan, finance, provide, oversee and coordinate shared, recreational services that supplement and complement those offered by municipalities.
- III. Purpose:** The Recreation Partnership Board shall have the following duties, powers, and responsibilities:
- Identify a set of shared services to be provided to residents of member municipalities. Authorize additions or deletions of programs.
  - Select providers to implement the programs.
  - Approve a net operating budget that includes the costs of all services, fees, revenues, sponsorship goals, and scholarship guidelines.
  - Recommend a pro-rata share of municipal contributions based on a mutually agreeable cost-sharing formula.
  - Oversee contracted services, monitoring the quality and costs of the service providers.
  - Evaluate the performance of providers.
  - Make regular reports to participating municipalities.
- IV. Membership:** Each participating municipality shall have one seat on the governing board. In addition, the City of Ithaca, Town of Ithaca, and Tompkins County may appoint one additional member to reflect their greater investment in the Partnership. In addition, each municipality can appoint one voting alternate per municipality. Each participating municipality will strive to fill these seats with elected officials willing and able to make policy decisions. Only if no elected official is willing to fill a seat can a municipality appoint a lay designee. The Recreation Partnership Board may determine if it wants to create any non-voting at-large seats to add expertise or coordinating links. This may be done by a 3/4 majority vote of the members at a regular meeting of the Board. The at-large seats will be created for a two-year period and if the Board wants to continue the seat it will be revoted on for another two-year term.
- V. Selection of Members:** Members and alternates will be appointed by resolution at the pleasure of their municipal board for a term of two years.
- VI. Terms of Office:** Terms shall be for one year beginning January 1<sup>st</sup> and ending December 31<sup>st</sup> of that year. Vacancies shall be filled as soon as possible for the remainder of the unexpired term.

**VII. Officers:** Each year the Board shall elect a Chairperson and Vice Chairperson among its members. The officers shall be nominated by a nominating committee that shall be appointed in November and present their slate of officers at the December meeting. Officers shall be elected at the January meeting for the term of one year. New names for nomination can be put forth up to and at the January meeting for consideration. Prior to vote nominees must have agreed to serve. At the request of any member the vote can be a secret ballot.

**VIII. Duties of Officers:**

**Chair:** shall develop the agenda in consultation with the Tompkins County Youth Bureau staff and providers, chair the meetings, represent the Recreation Partnership Board at inter-municipal or public meetings, assist as needed in contract negotiations to implement the wishes of the Recreation Partnership Board.

**Vice Chair:** shall act in the absence of the chair.

**IX. Quorum:** A quorum shall consist of a simple majority of the filled seats.

**X. Voting:** Each member is entitled to one vote at any meeting for which the member is present. An appointed alternate is permitted to vote when replacing their official municipal representative. Passage of a motion requires a majority vote of those present. There shall be no proxy votes.

**XI. Fiscal Year:** The fiscal year shall be from January 1 to December 31.

**XII. Committees:** The Chairperson shall appoint all committees, subject to the approval of the Recreation Partnership Board. All Committee terms expire at the end of the fiscal year, but persons may be re-appointed. All members of a committee have equal vote if present.

The Chairperson shall appoint any committee deemed necessary by the Recreation Partnership Board.

The Nominating Committee shall be appointed in November and recommend a slate of officers for the coming year by the following month (December).

**XIII. Amendments:** These by-laws may be amended by a 2/3 vote of members present at any regular meeting, provided that the proposed amendment has been presented for consideration of the Board at the preceding regular meeting. AND The proposed amendment must be mailed at least ten days to all members before the meeting at which the proposed change is to be voted upon.

All amendments voted on by the Recreation Partnership Board must then be ratified by 100% of governing bodies of the participating municipalities prior to the amendment being adopted.

**XIV. Saving Clause:** In the event any part of these bylaws shall conflict with any provisions of requirements of the State or Federal Law, or laws of any of the participating municipalities, the provisions of any State or Federal Law shall control, and the other provisions of these bylaws shall not be invalidated by such conflict.

**XV. Conflict of Interest:** Anyone employed in or contracting with a program funded by the Recreation Partnership Board is ineligible to serve as a voting member of the Recreation Partnership Board.

If a member has a potential conflict of interest, they must explain their relationship to the program before the matter is discussed or voted on. Members must abstain from discussing and/or voting on any specific actions that are, or give the appearance of, being motivated by a desire for private financial gain for themselves or others such as those with whom they have family, business, or other ties.

**XVI. Adoption:** These Bylaws shall become effective upon adoption by a two-thirds vote of the members present of the Recreation Partnership Board and approval of all the participating municipalities.

Adopted by the Recreation Partnership Board **April 23, 2019** subject to ratification by all participating municipalities.