

Louisa Tourism Advisory Committee

BYLAWS

A. Name

The name of this group shall be the Louisa County Tourism Advisory Committee, hereinafter referred to as the TAC.

B. Purpose and Intent

I. The purpose of the TAC is:

- (1) To serve in an advisory capacity for ~~the Director of Parks, Recreation & Tourism, the County Administrator, and~~ the Board of Supervisors.
- (2) To make recommendations on matters pertaining to tourism marketing initiatives, tourism projects, and long-range plans for the tourism industry in Louisa County.
- (3) To investigate, research, and report on the feasibility of adoption or implementation of ideas and initiatives to further the County's tourism efforts and increase tax revenues and visitation numbers.

II. Mission Statement: The mission of the TAC is to inform and engage all tourism sectors and the community, creating a unified, dynamic consortium that increases tourism in Louisa County for the benefit of the entire community.

III. The TAC shall serve as an advisory board, not a policy board; therefore, it can make recommendations but not set policy.

C. Membership

I. The TAC shall consist of at least ten (10) but no more than thirteen (13) members, representing different stakeholders in the tourism industry in Louisa County and be appointed by the Board of Supervisors. ~~for two (2) year terms. Members may be reappointed for additional two (2) year terms by the Board of Supervisors.~~

II. In order to promote continuity and institutional knowledge, member terms shall be staggered. For the purpose of establishing and preserving staggered terms, the Board of Supervisors may designate appointments to serve one (1) year terms or two (2) years.

III. Members are expected to attend and actively participate in all regularly scheduled meetings. Any member who accumulates two (2) unexcused absences within a calendar year may be subject to review and possible removal by the Board of Supervisors. The Chair shall notify staff of attendance concerns when appropriate.

IV. Members shall serve without compensation.

V. The Board of Supervisors may remove any member of the TAC for any reason.

III.VI. For purposes of determining a quorum, a member who has disclosed a conflict of interest shall still be considered present; however, the member shall not be counted as voting on the affected matter.

D. Ex Officio Members

- I. The following may serve as ex officio, non-voting members of the TAC:
 - (1) Board Supervisors
 - (2) Staff or elected representatives from each incorporated Town within Louisa County
 - (3) County tourism staff

- II. A majority of the currently appointed voting members of the TAC shall constitute a quorum for the transaction of business. Only voting members present at a meeting at which a quorum has been established may vote on matters before the TAC. Ex officio members shall not be counted toward a quorum and shall not vote.

D.E. Officers of the Committee

- I. Officers of the TAC shall consist of a Chair and, Vice-Chair, ~~and Secretary~~.

- II. The Chair and Vice-Chair shall be elected by the TAC at the first meeting of the year and shall serve a one (1) year term by majority vote of the TAC members. No member may serve more than two (2) consecutive terms in the same office.

- III. The Chair shall preside at meetings of the TAC and perform such other duties as are incident to the office or are properly required by the TAC.
- IV. The Vice-Chair shall, in the absence of the Chair, perform the duties of the Chair and other duties as assigned by the TAC.

~~V. The Director of Parks, Recreation and Tourism or designee shall serve as the Secretary and be responsible for: maintaining all TAC records; taking meeting minutes; and notification of TAC meetings.~~

~~VI.~~V. If a vacancy occurs in the position of Chair, the Vice-Chair will fill the unexpired term of the Chair.

~~VII.~~VI. If a vacancy occurs in the position of Vice-Chair, the position shall be filled by majority vote of the TAC at its first meeting following the creation of such vacancy.

~~E.~~F. Meetings

~~I. Regular meetings shall be held quarterly at the discretion of the Chairman.~~

~~II. —~~

~~III. The quorum for all TAC meetings shall be a simple majority of its appointed members.~~

~~F.~~G. Rules of Order

- I. Meetings will generally be conducted informally with decisions reached by consensus. Should consensus not be achieved, Robert's Rules of Order (12th edition) will be invoked. Any voting member may also request that Robert's Rules of Order be used in the conduct of business of the TAC.
- II. A formal vote will be required for all matters pertaining to budget or financial decisions.

~~G.~~H. Amendments

- I. The Board of Supervisors may revise these bylaws to address procedural or substantive needs of the TAC.