

POLICY ON STANDING COMMITTEES
OF THE BOARD OF COMMISSIONERS
OF MILL CREEK METROPARKS

- A. Each Standing Committee will comply with the Open Meetings Act (ORC 121.22);
- B. Standing Committees will serve in an advisory role to the Board of Commissioners;
- C. Each Standing Committee will consist of seven voting members with knowledge of and interest in the area(s) of concern of the Committee to which he/she is appointed;
- D. The Executive Director of the Park or his/her designee will be a non-voting, ex officio member of each Standing Committee;
- E. Standing Committees will be appointed by the President of the Board from the list of applicants as follows:
 - 1. The other four Board Members will submit lists to the President of four applicants for each of the seven committees, identifying one person on each list as the preferred candidate;
 - 2. The President will appoint all of these preferred candidates;
 - 3. The President will then appoint the balance of the committee members from the entire list of applicants;
 - 4. The President will select replacements of committee members who resign or are unable to serve; and
 - a. Committee replacements will be Mahoning County residents, since the financing of the Park through a levy is voted on by those residents.
 - 5. Any member of a Standing Committee who misses two consecutive meetings of the committee on which he or she serves, relinquishes his or her membership on the committee, unless the absences are due to an illness or a previously scheduled vacation. Further, the President of the Board of Commissioners shall thereupon appoint a replacement for the remainder of the term from among current applicants for the committee, or, if there are no qualified applicants, from among recommendations of members of the committee in question, and from among recommendations of the members of the Board of Commissioners.
- F. Standing Committee members may include current and former Board members;
- G. Standing Committee members may not include current staff members;
- H. Each Standing Committee will meet at least two times a year and will report to a meeting of the Board at least once a year;

1. If there is no meeting scheduled by February 1, the Staff Liaison will meet with the committee chair person to set up two meetings which will occur in March and September.
 2. Staff liaisons will give the reports of the Committees.
- I. Each Standing Committee will select its own chairperson for a given calendar year.
 - J. The voting members of each Standing Committee will serve for three-year, renewable terms;
 - K. Standing Committees will be appointed no later than January, 2017;
 - L. Standing Committees will be provided space on Park property to conduct their meetings;
 - M. Standing Committees will be provided information which they request by Park staff to carry out their work;
 - N. Each Standing Committee will, at the December meeting of the Board in every calendar year,
 1. Submit to the Board a written report of the Standing Committee's activities during the past calendar year. This report should include a summary of the Park's activities or matters that were monitored and evaluated by the Committee, as well as a summary of any recommendations to the Board regarding those activities or matters.
 2. Submit to the Board a written proposal of up to three (3) goals of the Standing Committee for the ensuing calendar year. The goals are to align with the Board's mission statement and the Standing Committee's charge as stated in the Board's Policy on Standing Committees, which charges appear in the following Sections O through U herein. The proposed goals of each Standing Committee for the ensuing calendar year are subject to subsequent Board review, revision and approval.
 - O. The Staff Liaisons will review with the committee their respective purpose, and notify the Board if the committee goes outside of their charge.
 - P. The Finance Standing Committee will monitor and evaluate the Park's revenues and expenditures, evaluate proposed budgets, and make recommendations on these matters to the Board to ensure long-term fiscal soundness;
 - Q. The Development Standing Committee will monitor and evaluate the Parks' fund-raising efforts, including those of the Mill Creek MetroParks Foundation, the Friends of Fellows

Riverside Gardens, and other relevant Park entities, and make recommendations to the Board to coordinate and improve these efforts;

- R. The Wildlife Standing Committee will monitor and evaluate the welfare and treatment of animals on Park property and make appropriate recommendations to the Board on this matter;
- S. The Nature Education Standing Committee will monitor and evaluate the nature education programs offered by the Park and make appropriate recommendations to the Board on them;
- T. The Environment Standing Committee will monitor and evaluate the current contracts, and proposed future contracts, between the park and private or public companies which use, or seek to use, Park property to extract or transport gas, oil, or other materials or chemicals and make appropriate recommendations to the Board on such matters. The Environment Standing Committee will also provide recommendations to the Board regarding protecting and enhancing the Park's environmental quality and natural resources;
- U. The Horticulture Standing Committee will monitor and evaluate the programs used and the practices followed in the Park to grow, sustain, or remove plants, flowers, trees, and other vegetation and make appropriate recommendations to the Board on such matters; and
- V. The Community Engagement Standing Committee will monitor and evaluate the Parks' current efforts to attract and retain qualified and dedicated volunteers, and the recreational sites and activities in the Park, and make appropriate recommendations to the Board on such matters.

Approved by the Board of Park Commissioners 1/9/17

Amended 2/13/17

Amended 9/18/17

Amended 11/13/17

Amended 6/18/18

Amended 1/14/19