

Updated July 2024



TOWN OF SULLIVAN, NEW YORK

PARK BOARD BYLAWS

TOWN OF SULLIVAN, NY
AMENDED AND REINSTATED BYLAWS
TABLE OF COMMENTS

ARTICLE I	PURPOSE	1
ARTICLE II	PARK BOARD MEMBERSHIP	1
ARTICLE III	QUORUM.....	2
ARTICLE IV	PARK BOARD OFFICERS.....	2
ARTICLE V	MEETINGS	2
ARTICLE VI	DUTIES AND POWERS.....	2
ARTICLE VII	AMENDMENTS	3

ARTICLE I

PURPOSE

The Town of Sullivan Park Board is an administrative body appointed by the Town Board with jurisdiction over all parks and recreation areas presently operating in the Town, as well as any future acquisitions.

ARTICLE II

PARK BOARD MEMBERSHIP

1. This Park Board shall consist of seven (7) members and one (1) alternate member. The alternate member shall have voting rights when the full Park Board is not present.
2. The Park Board and alternate Park Board member shall receive a stipend in the amount budgeted for as determined by the Town Board.
3. The Park Board shall consist of seven members, plus one (1) alternate member, who shall each reside in the Town of Sullivan, New York.
4. Hereafter, all appointments shall be for a term of seven (7) years, staggered.
5. Any eligible resident of the Town of Sullivan may be appointed to the Park Board by the Town of Sullivan Board.
6. In the event of a member's resignation, the alternate member will be appointed to fill the unexpired term. A new member shall be appointed within sixty (60) days to fill the alternate position.
7. The members shall represent and advocate what is best for the Town of Sullivan Parks as a whole, putting aside personal or special interests.
8. Park Board Liaison – The limited purpose of the Park Board Liaison is to provide the Town of Sullivan Town Board the ability to participate in discussions with the Park Board, in addition to speaking in public participation, and nothing else.
 - a. Liaisons may not:
 - i. Vote;
 - ii. introduce motions;
 - iii. initiate any other parliamentary action; or
 - iv. be counted for a quorum or be expected to comply with attendance requirements.
 - b. A Town Board Member shall be appointed Park Board Liaison at the discretion of the Town Board.
 - c. The Park Board Liaison shall serve in this role for the duration of their term with the Town Board.

ARTICLE III

QUORUM

1. More than half the total number of seats for members of the Park Board, regardless if vacancies exist or not, shall constitute a quorum for the transaction of business and the taking of official action for all matters before the Park Board.
2. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.
3. Members attending meetings virtually are counted as present and part of the quorum.
 - a. The alternate member should not be counted in the total number of seats.

ARTICLE IV

PARK BOARD OFFICERS

1. The officers of the Park Board shall consist of a chair, and a secretary, each of whom will serve for one (1) year. The officers may succeed themselves for two (2) additional terms.
2. The officers of the Park Board shall be elected and appointed by the Park Board.
3. The officers of the Park Board shall be elected for the ensuing year at the annual Organizational Meeting of the Park Board. The annual Organizational Meeting shall be the first meeting after January 1st of each calendar year.

ARTICLE V

MEETINGS

1. The Park Board will meet a minimum of six (6) times per year.

ARTICLE VI

DUTIES AND POWERS

1. Establish policy governing park and recreation areas under the jurisdiction of the town.
2. Investigate and recommend new park areas.
3. Plan for future park and recreation needs.
4. Have overall direction of planning and carrying through development of park and recreation areas.
5. Screen and make recommendations of park and recreation employees in supervisory capacity.
6. Be responsible for immediate and long-range capital and operating budgets for submission to the Town Board.
7. Issue special permits as required.
8. Administer official park ordinances and recommend amendments to the Town Board.
9. The Park Board shall have no power to spend money or make binding decisions which would affect the Town as a whole.

ARTICLE VII
AMENDMENTS

Except as otherwise required, these Bylaws may be amended or repealed, in whole or in part, by a majority vote at any meeting of the Park Board, provided, however, that notice of the proposed amendment or repeal, together with the text of the principal substantive changes, shall have been given in the notice of the meeting.