

ORDINANCE NO. 1654

**AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE NO. 1357
ORDINANCE NO. 1380 AND ORDINANCE NO. 1499; AN ORDINANCE TO
ESTABLISH THE CITY OF FAIRHOPE MUSEUM ADVISORY BOARD AND
BY-LAWS OF FAIRHOPE MUSEUM OF HISTORY**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

Section I. General.

- (A) The management, custody and control of all inventory (displays, art, artifacts, etc.) and property belongs to the City of Fairhope.
- (B) The maintenance of all said inventory and property shall be the responsibility of the city and its agents.
- (C) The museum and its staff will be managed by the city. The board will not have authority over the employees of the museum.
- (D) The city will set all procedures and policies pertaining to the museum, its personnel and operating hours.

Section II. Membership.

- (A) The Museum Advisory Board consists of eleven (11) members (seven voting and four non-voting).
- (B) Seven (7) members shall be appointed by the Fairhope City Council.
- (C) The director of the Fairhope Museum of History, the mayor of the City of Fairhope and the president of the Fairhope Single Tax Corporation shall serve as ex-officio members of the board.
- (D) The city council will select one (1) council member to serve as a liaison to the advisory board.
- (E) The seven (7) appointed board members shall serve staggered terms of three years.
- (F) Ex-officio members and the city council liaison do not have voting privileges and are not included when determining the number needed for a quorum.

Section III. Initial Inventory.

Upon the establishment of the Fairhope Museum of History in April 2008, the Fairhope Historical Museum, Inc. 501 (c) 3, transferred its entire inventory to the Fairhope Museum of History at which time it became the property of the City of Fairhope.

Section IV. By-laws of the City of Fairhope Museum Advisory Board.

- (A) Name. The name of this organization shall be the City of Fairhope Museum Advisory Board.
- (B) Purpose: The Museum Advisory Board shall provide recommendations and policy advice to the mayor, city council and museum director regarding the activities of the Fairhope Museum of History.

(C) Advisory Board of Directors

- (1) Membership and Terms of Service: Refer to Section 2.
- (2) Any member of the Board who is absent from two (2) regular meetings of the Board during a calendar year without satisfactory explanation shall be considered, upon the second absence, to have resigned from the Board.
- (3) All vacancies on the Board shall be filled by the city council, including expired and unexpired terms.
- (4) Officers shall consist of chairperson of the Board, vice-chairperson and secretary. Officers shall be appointed by the Board for one (1) year terms. Officers may be reappointed to succeed themselves.

(D) Meetings.

- (1) The board shall meet quarterly at a time and date set by the board of advisors.
- (2) Special meetings may be called at the request of the chairperson or a minimum of three (3) members of the board.
- (3) A minimum of four (4) appointed members must be present at a board meeting to constitute a quorum.

(E) Standing committees. The board may appoint standing committees such as publicity, nominating and by-laws.

(F) Duties of officers.

- (1) Chairperson of the board. The chairperson shall preside at all meetings and be an ex-officio member of all committees. The chairperson shall call special meetings as needed. The chairperson shall appoint all committee chairpersons with the approval of the board.
- (2) Vice-chairperson of the board. The vice-chairperson shall perform all duties in the absence of the chairperson.
- (3) Secretary: The secretary shall keep all minutes of all meetings of the board of advisors and shall be responsible for notifying members of the board of all upcoming meetings. The secretary shall be responsible for general correspondence and keeping attendance records at meetings. The secretary is responsible for maintaining and distributing an up-to-date roster of the board of advisors, with the dates of terms.

(G) Accessions.

- (1) The City of Fairhope Museum Advisory Board is responsible for reviewing the Museum director's recommendations for any donations, endowments and gifts to the Museum's collection.
- (2) The City of Fairhope Museum Advisory Board is responsible for approving the Collections Policy of the museum as written and submitted by the director.

Ordinance No. 1654

Page -3-

(H) Parliamentary authority. Roberts Rules of Order, revised, shall govern the proceedings of all meeting of the organization.

(I) Amendments. The by-laws may be amended or altered by a majority vote of the board advisors then in office, provided notice of proposed changes are distributed to each member at least thirty (30) days prior to such meeting.

Section V. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section VI. This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 26TH DAY OF AUGUST, 2019



Karin Wilson, Mayor

Attest:



Lisa A. Hanks, MMC
City Clerk

Ord. No. 1654 Published in
FAIRHOPE COURIER
on 9/11/2019
Lisa Hanks City Clerk
by Gayle Forgy

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on _____

City Clerk