

**BY LAWS OF NEW LONDON
RECREATION COMMISSION**

ARTICLE I: Name and Location

Section 1: The name of the commission shall be: **New London Recreation Commission**

Section 2: Said Commission shall be located at New London in Merrimack County, State of New Hampshire

ARTICLE II: Purpose and Mission

The mission of the New London Recreation Department is to provide diverse and challenging life-long enrichment activities to our community, thereby encouraging participation in programs that enhance one's education, promote sportsmanship and develop good citizenship and overall well-being.

ARTICLE III: Membership

Section 1: The Commission shall consist of five (5) to seven (7) members. Each of the members may hold office, have one vote and serve without pay.

Section 2: The term of office shall be three (3) years with a term beginning as of April 1st.

Section 3: The members shall be appointed by the New London Select Board upon the recommendation of the Commission.

Section 4: If vacancies occur on the Commission, the replacement of the person vacating shall be handled in the same fashion as was the original appointment.

Section 5: A vacancy shall occur on the Commission when any member fails to be present at three (3) consecutive regular meetings unless such such absence shall be excused and recorded by the Commission.

ARTICLE IV: Duties of the Commission and the Recreation Director

Section 1: The Commission shall act as an advisory agent to the

Recreation Director in matters pertaining to town recreation programs.

- Section 2: The Commission shall in conjunction and consultation with the Recreation Director determine objectives which will result in the continuing improvement of recreational services and establish policies necessary for the attainment of these objectives.
- Section 3: The Recreation Director shall prepare, in consultation with the Recreation Commission, the Recreation Department budget and present same to the Budget Committee and Select Board for consideration.
- Section 4: The Recreation Director shall prepare an annual summary of its Activities for inclusion in the Annual Town Report.

ARTICLE V: Officers

- Section 1: The officers of the Commission shall be Chair, Vice Chair and Secretary.

ARTICLE VI: Duties of the Officers and Members

- Section 1: The Chair shall preside at all meetings of the Commission, appoint all committees, represent the Commission at public affairs, and maintain the dignity and efficiency of the Commission in all ways.
- Section 2: The Vice Chair shall act in the absence of the Chair.
- Section 3: The Commission shall keep a record of the proceedings of the monthly meetings. It shall be responsible for distribution of minutes and information regarding upcoming meetings.
- Section 4: All Commission members shall assist and support the Recreation Director.
- Section 5: All Commission members shall demonstrate a sincere interest and commitment to the importance of recreation, a willingness to give freely of their time, energy and resources, and act as an ambassador between the Town and its citizens in promoting recreation.
- Section 6: At the February meeting, Commission members shall select, by majority, the next Chair and Vice Chair for a year term commencing in April.

ARTICLE VII: Meetings

- Section 1: Regular Commission meetings shall be held monthly at a time and place agreed upon by the Commission members.
- Section 2: At any meeting, fifty (50) percent of voting members must be present to constitute a quorum.
- Section 3: Special meetings shall be called by the Chair.
- Section 4: All meetings shall be conducted under **Roberts' Rules of Order, Revised Edition**, unless otherwise provided.

ARTICLE VIII: Amendments

These Bylaws may be amended at any regular or special meeting by a majority vote of those present and voting, provided notice of the proposed amendment(s) has been given in writing to all Commission members at least fifteen days prior to said meeting.

Revised March, 2019