

Amended and Restated Bylaws of the Public Art Commission

Article 1 – Authorization

A. Purpose

The purpose of the Public Art Commission is to advise the Town on recommendations concerning the acquisition of an art collection for public places in the Town of Castle Rock, including Town buildings and parks. The Commission will set priorities and goals for acquiring public art, seek out appropriate public art, and recommend to the Town Manager or Town Council, as appropriate under the Purchasing Code and policies, for the acquisition of public art.

These Bylaws shall govern the public meetings and operations of the Commission.

B. Powers

The Commission shall be advisory to the Town with respect to the following powers and duties:

1. To make recommendations to the Town Manager or Town Council as appropriate on the acquisition of public art;
2. To solicit artists for submitting proposals for public art in the Town of Castle Rock.
3. To establish a donation program for citizens and businesses to donate funds for the acquisition of public art.
4. To establish policies and guidelines for the parameters for public art, specifications needed for particular art locations, policies on accepting cash or in kind art contributions, and policies on loans of public art.
5. To create subcommittees and art juries for the selection of public art.

Article 2 – Organization

A. Officers

The officers of the Commission shall be the Chair, and a Vice-Chair. In the absence of both the Chair and Vice-Chair, the members present at such meeting may designate a Chair pro-tem to preside over the meeting. The Chair and Vice-Chair shall be elected by majority vote from the Commission at the first meeting held in June of each year. Terms for officers shall be for one year.

The Chair shall be the executive officer of the Commission and shall preside over all meetings of the Commission, call special meetings and workshop sessions of the Commission as needed, sign documents of the Commission, cancel regular meetings, and see that all actions of the Commission are properly taken.

The Vice-Chair shall be empowered with the same duties and authorities as the Chair in the absence of the Chair.

B. Membership

The Commission shall consist of seven members, each of which shall be appointed by Town Council. Members shall serve staggered two year terms. All members of the Commission shall serve without compensation.

C. Personal Conduct

Each member of the Commission shall exhibit the highest degree of professionalism and commitment to public service possible through the thorough and impartial examination of all matters before the Commission. Members shall make every effort to avoid any appearance of conflict or impropriety in their dealings with the public and each other. Members shall avoid using their position on the Commission in matters related to personal gain.

Members shall comply with the Code of Conduct, Castle Rock Municipal Code Chapter 2.05.

D. Application of Laws

The Commission shall conform to all Castle Rock Municipal codes and regulations, as well as any Colorado statute which may apply to members' conduct or activity, or the Commission as a whole.

Article 3 – Procedure

A. Regular Meetings

Regular meetings shall be held monthly. All regular meetings will be held on the second Thursday of each month at 12:00 p.m., at Town Hall, 100 N. Wilcox Street, Castle Rock, Colorado, unless otherwise designated. All meetings shall be open to the public.

B. Special Meetings

Special meetings may be called by the Chair or two members of the Commission. The Chair or two members calling the special meeting shall fix the place and time for the special meeting, and shall give the members at least 24 hours notice of the special meeting.

C. Notice of Meetings

Notice to the members of each regular meeting shall be deemed given by these Bylaws. Notice to the public of regular or special meetings shall be given in compliance with the Colorado Open Meetings Law, C.R.S. Section 24-6-401, *et seq.*, as from time to time amended. Notice of special meetings shall be given to members at least 24 hours in advance by either (1) announcing the special meeting at a regular meeting; or (2) transmitting electronic mail or fax, in all cases directed to the member at his or her residence or place of business.

D. Committees and Juries.

The Commission may establish committees, subcommittees, and art juries for the selection of public art. Jury meetings to review and vote on public art shall not be open to the public.

E. Quorum

A majority of the members of the Commission shall constitute a quorum for the transaction of business at any meeting, provided that if less than a majority of the members are present at said meeting, a majority of the members who are present may adjourn the meeting to another time without further notice.

F. Manner of Acting

The act of a majority of the members present at a meeting at which a quorum is present shall be the act of the Commission.

G. Minutes and Records

Minutes of all meetings of the Commission shall be kept.

H. Executive Sessions

The Commission may go into executive session for any reason allowed under the Colorado Open Meetings Law, C.R.S. Section 24-6-401, *et seq.*, as from time to time amended. Executive sessions shall be called in the manner set forth in the Colorado Open Meetings Law.

Article 4 – Amendments

These Bylaws may be amended by a majority vote of the members of the Commission during a regular or special meeting. The Commission shall adopt no changes, which shall become final upon approval of the Town Council of the Town of Castle Rock.

Article 5 – Approvals

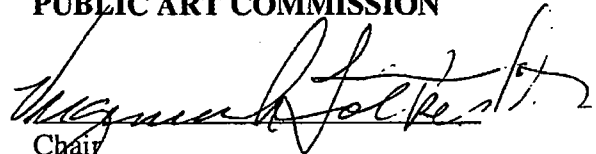
The above Bylaws for the Town of Castle Rock Public Art Commission have been duly considered and reviewed, and are hereby adopted by the Commission this ~~11th~~ day of March, 2004.

ATTEST:

PUBLIC ART COMMISSION



Vice Chair

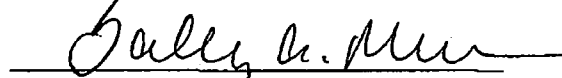


Chair

Approved by Town Council this ~~27th~~ day of April, 2004.

ATTEST:

TOWN OF CASTLE ROCK



Sally A. Misare Town Clerk



, Mayor

EXHIBIT 1
PUBLIC ART COMMISSION

A. Purpose

The purpose of the Public Art Commission is to advise the Town on recommendations concerning the acquisition of an art collection for public places in the Town of Castle Rock, including Town buildings and parks. The Commission will set priorities and goals for acquiring public art, seek out appropriate public art, and recommend to the Town Manager or Town Council, as appropriate under the Purchasing Code and policies, for the acquisition of public art.

B. Powers and Duties

The Commission shall be advisory to the Town with respect to the following powers and duties:

1. To make recommendations to the Town Manager or Town Council as appropriate on the acquisition of public art;
2. To solicit artists for submitting proposals for public art in the Town of Castle Rock.
3. To establish a donation program for citizens and businesses to donate funds for the acquisition of public art.
4. To establish policies and guidelines for the parameters for public art, specifications needed for particular art locations, policies on accepting cash or in kind art contributions, and policies on loans of public art.
5. To create subcommittees and art juries for the selection of public art.

C. Membership

The Commission shall consist of seven members. Town Council shall appoint seven members who shall be citizens and/or artists in the metro community. Members need not live within the Town limits while serving on the Commission.

D. Terms

Members of the Commission shall serve staggered two year terms.

E. Removal

Members shall serve at the pleasure of the Town Council, and may be removed by Town Council at any time for any reason.

F. Vacancies

In the event a vacancy occurs on the Commission for any reason, Town Council shall fill the vacancy for the remaining unexpired term.

G. Absences

To assure the orderly conduct of business of the Commission, member attendance is vital. Except for emergency absences, medical condition absences, and absences resulting from military leave of less than two continuous months, no Commission member shall miss more than three Commission meetings in any twelve-month period. Upon any fourth absence within 12 months, other than for an emergency, medical condition, or military leave of less than two months, as determined by the Chair, the Commission member shall be deemed to have resigned, and Council shall appoint a replacement for the unexpired term. Nothing herein prohibits Council from reappointing the resigning member under this paragraph.

H. Amendments

Town Council may amend this Commission Charter from time to time.

I. Compliance with Laws

The Commission shall comply with all statutes, Town ordinances and regulations pertaining to the operation of the Commission and its meetings.

J. Bylaws

The Commission shall adopt its bylaws, which shall become final upon approval of the Town Council of the Town of Castle Rock.

RESOLUTION NO. 2004- 76

A RESOLUTION AMENDING
THE CHARTER AND BYLAWS OF THE PUBLIC ART COMMISSION

WHEREAS, The Town Council of the Town of Castle Rock established a Public Art Commission in 2001; and

WHEREAS, the Public Art Commission has recommended changes to their charter and bylaws for Council consideration to expand the membership of the Commission; and

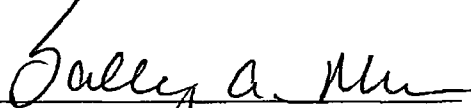
WHEREAS, Town Council of the Town of Castle Rock wishes to amend the charter and bylaws for the Public Art Commission, as more fully set forth below and in the attachments.

NOW, THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK AS FOLLOWS:

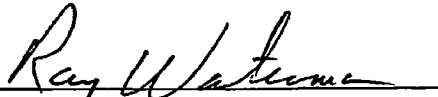
Section 1. Amendment. The Public Art Commission is charter and bylaws are hereby amended as more fully set forth in *Exhibit "1"*.

PASSED, APPROVED AND ADOPTED this 27th day of April, 2004, by the Town Council of the Town of Castle Rock, Colorado, on first and final reading by a vote of 7 for and 0 against.

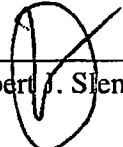
ATTEST:


Sally A. Misare
Town Clerk


TOWN OF CASTLE ROCK


Ray Waterman, Mayor

Approved as to form:


Robert J. Slentz, Town Attorney

Approved as to content:


Deanne R. Durfee, Deputy Town Attorney