

## **Agricultural and Forestal Districts (AFD) Advisory Committee**

### **Establishment, Powers and Duties**

This Committee was established on February 11, 2003, by the Code of Virginia §15.2-4300 et seq. and the Code of Nelson County, Chapter 9, Article V.

**Purpose:** To advise and assist the Planning Commission and the Board of Supervisors in creating, reviewing, modifying, continuing or terminating AFDs within the County.

In particular, the Committee shall render expert advice as to the nature of farming and forestry within AFDs, and the relation of each AFD to the entire county.

The Committee shall also promote wise use of agricultural and forestal land in order to maintain good water and air quality.

### **By-Laws**

#### **Article 1 -- Organization**

1.1 The Committee shall consist of ten (10) members appointed by the Board of Supervisors. The Committee shall be comprised of four (4) landowners who are engaged in agricultural or forestal production, four (4) other landowners of the County, the Commissioner of Revenue, and one (1) member of the Board of Supervisors.

1.2 The members of the Committee shall serve at the pleasure of the Board of Supervisors. Although desirable, it is not necessary to balance the number of members according to specific electoral districts. Members of the Committee will not represent specific electoral districts, but rather will serve the entire County.

1.3 The members of the Committee shall serve without pay, but the Board of Supervisors may, at its discretion, reimburse each member for actual and necessary expenses incurred in the performance of his/her duties.

1.4 Each appointment to the Committee shall consist of a four (4) year term.

1.5 Members shall not serve more than three (3) consecutive terms, except in circumstances when the Board of Supervisors is unable to fill all available vacancies on the Committee, and in circumstances when the Board of Supervisors determines that re-appointment of any given member for an additional term is essential for the continued benefit the Committee.

1.6 New members may be appointed by the Board of Supervisors at any time to fill the unexpired term of Committee vacancies.

1.7 An appointed member shall forfeit membership on the Committee if and when two consecutive Committee meetings are missed, unless granted an exception in advance by the Committee for such missed meetings.

1.8 The Committee shall hold and announce meetings to all members, as needed, and the meetings are open to the public.

## **Article 2 -- Officers**

2.1 The Committee shall elect a chairperson, vice-chairperson and secretary at the first meeting of the Committee each calendar year. The secretary need not be a member of the Committee.

2.2 Chairperson: A chairperson shall be elected by majority vote of the Committee to serve for a two-year term, and may be re-elected. The chairperson shall preside over all Committee meetings and make task assignments as necessary.

2.3 Vice-Chairperson: A vice chairperson shall be elected by majority vote of the Committee to serve for a two-year term, and may be re-elected. The vice chairperson shall act in the absence of the chairperson.

2.4 Secretary: A secretary shall be elected by majority vote of the Committee to serve for a two-year term, and may be re-elected. The secretary shall keep attendance records, prepare minutes of Committee meetings, and assist in the preparation and announcement of Committee meetings and documents related to Committee activities.

## **Article 3 -- Voting**

3.1 Each Committee member shall have one vote.

3.2 A quorum for any meeting shall be reached with six members present when there are nine or more members appointed to the Committee. If there are two or more unfilled appointments on the Committee, a quorum shall be reached with five members present.

3.3 A member may assign in writing or via email a proxy vote to any other member, but the member holding the proxy must be present at a meeting in order for the proxy vote to be exercised.

3.4 Decisions shall be made by a simple majority vote of the members present.

## **Article 4 -- Amendments**

These by-laws may be altered, amended, or repealed at any meeting of the Committee by two thirds or more vote of the full Committee.