

COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND

RESOLUTION NO. 2023-11

A Resolution Concerning

Attendance Policy for Boards, Commissions and Committees

WHEREAS, the County Commissioners of Charles County, Maryland, appoint several Charles County citizens to serve on Boards and Commissions; and

WHEREAS, each of these individuals plays a unique role in advising the County Commissioners and/or addressing issues under the jurisdiction of the Board/Committee; and

WHEREAS, participation of Board/Committee members in the meetings of the Board are vital to the Board/ Committee meeting its goals and absenteeism creates problems detracting from the quality of services provided by the Board/Committee; and

WHEREAS, individual Board/Committee members are encouraged to attend all regular and special meetings; and

WHEREAS, Board/Committee members who find great difficulty in allocating sufficient time to serve on the Board/Committee are encouraged to resign from the Board/Committee to provide opportunities for others interested individuals to serve; and

WHEREAS, the County Commissioners of Charles County, Maryland, adopted Resolution No. 96-45 on the 20th day of May 1996, establishing a policy with regard to Board/Committee attendance; and

WHEREAS, The County Commissioners of Charles County, Maryland, wish to reaffirm this policy.

NOW, THEREFORE, WE THE COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND, on this this 25th day of July, 2023, hereby **RESOLVED** Resolution No. 96-45 and readopt as follows:

1. Absences from meeting will be excused for extraordinary job-related demands, illness or family emergency. Other scheduled absences may be excused with at least a week's notice. Unexcused absences are not permitted and may be grounds for removal.

# of Meetings per year	# of allowed absences
1-2	0
3-5	1
5-7	2
7 +	3

2. Absences for Boards, Commissions, and Committees will be granted based on total meeting in the calendar year. Failure to attend the minimum number of meetings, whether virtual or in person, will be grounds for removal of said individual by the County Commissioners. The amount of allowed absences applies to excused absences; any unexcused absences may be grounds for removal.
3. Chairs must forward an Attendance report at the end of each year to the Clerk's Office who will then review and present to the BOCC a recommendation for anyone who should be removed or admonished regarding their attendance.

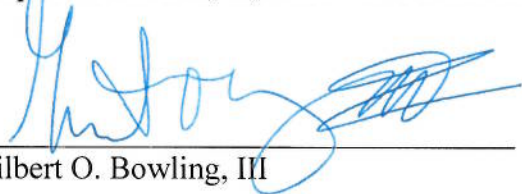
**COUNTY COMMISSIONERS OF
CHARLES COUNTY, MARYLAND**



Reuben B. Collins, II, Esq. President



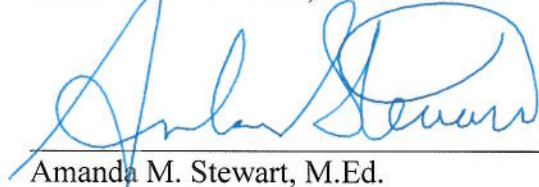
Ralph E. Patterson, II, M.A. Vice President



Gilbert O. Bowling, III



Thomasina O. Coates, M.S.



Amanda M. Stewart, M.Ed.

ATTEST:



Carol DeSoto, Clerk to the Commissioners