

**SANTA BARBARA COUNTY ARTS COMMISSION
BYLAWS, as revised November 8, 2000**

**ARTICLE I
Name**

This Commission shall be known as the Santa Barbara County Arts Commission.

**ARTICLE II
Geographic Area**

The Commission shall serve all of Santa Barbara County.

**ARTICLE III
Authorization**

Authority for the Arts Commission is provided by the Santa Barbara County Board of Supervisors, which unanimously voted for its establishment on March 7, 1977, at 2 p.m. in approving a motion of Supervisor David Yager.

**ARTICLE IV
Purpose**

The purpose of the Arts Commission is to act as coordinator and catalyst, bringing government, artist and public together for the cultural benefit of all.

**ARTICLE V
Functions**

1. Advise the Board of Supervisors on methods by which the County of Santa Barbara can assist the arts through the use of County facilities to house and display works of art and as sites for artists to perform.
2. Recommend to the Board of Supervisors programs to encourage local artists and where appropriate to supervise such programs.
3. Assist the Board of Supervisors in coordinating County programs dealing with the arts with programs of other governments and agencies.

4. Supervise the selection and display of art acquisitions made possible through the One Percent for the Arts Ordinance and through private gifts.
5. Cooperate with existing community organizations in the field of art to encourage programs for the cultural enrichment of the County.

ARTICLE VI Membership

The Arts Commission shall consist of fifteen (15) members. Each Supervisor of the Santa Barbara County Board of Supervisors shall recommend three members for appointment and, if approved, the Board of Supervisors shall appoint such proposed members. They shall serve overlapping terms of three years each. Each term shall begin on July 1 and expire on June 30 of the third year except as provided in Section 5 below. Preferably, the Commission should be a balance of persons with acknowledged accomplishments in one of more arts areas and persons outside of professional practice who demonstrate a deep interest in and appreciation of cultural and arts activities.

1. A commissioner may be reappointed indefinitely.
2. Resignation of a Commissioner must be submitted in writing to the Commission Chair, the appropriate Supervisor, and the Clerk of the Board.
3. Notwithstanding the terms of office, any Commissioner may be removed at any time by the affirmative vote of three (3) members of the Board of Supervisors.
4. Vacancies created by resignation or removal shall be filled for the unexpired portion of the term by appointment of the Board of Supervisors upon recommendation of the Supervisor in whose district the vacancy occurs.
5. Each year the Arts Commission shall inform the Board of Supervisors by April 30 of the names of Commissioners whose terms expire on June 30 of that year. A commissioner whose term has expired may choose to serve until the Board confirms a reappointment or a new appointment.

Commissioners shall not be compensated except for travel expenses approved by a motion of the Commission.

ARTICLE VII Officers and Election Process

1. The officers of the Commission shall be a Chair and a Vice-Chair, elected from its membership. Their duties shall be those usually pertaining to their respective offices and such other duties as described herein. A Co-Chair and/or a Co-Vice Chair may be elected for each of these positions.
2. Terms of elected officers will be for a two (2) year period beginning July 1.
3. The Chair of the Commission shall appoint a Nominating Committee of three (3) Commissioners no later than the regular March meeting of the full Commission.
4. The Nominating Committee will submit at least one nomination for each officer's position to the full Commission no later than the regular May Commission meeting. Additionally, nominations for Commission officers may be made from the floor. All nominations will be closed at the May meeting.
5. Elections of officers will take place at the May meeting. Nominees receiving a plurality of votes cast for the position will be deemed elected. Ties in votes will be broken by the toss of a coin.
6. Commissioners shall serve no more than two (2) consecutive full terms in any one elected position of the Commission.

Arts Commission salaried staff will assume the role of recorder, providing minutes of meetings to members. Staff will also present a current financial report at each regular monthly meeting.

ARTICLE VIII Meetings

1. The Commission shall meet each month, preferably on the second Wednesday, rotating between north and south County.
2. The Chair or the Vice-Chair shall call special meetings of the Commission upon request of five (5) Commissioners.
3. Public notice of each meeting shall state the time and place at which the meeting shall be held and the agenda for the meeting, and shall be available no less than 72 hours before the time of the meeting.
4. A simple majority of the full Commission, or at least one Commissioner from each district, shall constitute a quorum.

ARTICLE IX
Committees

1. There shall be four (4) standing committees of the Commission: a Personnel Committee, a Finance Committee, an Art in Public Places Committee, and an Executive Committee. The Chair of the Commission shall appoint the Chairperson of each Committee. Each Committee Chair is the appointing person for members of his/her Committee.
2. Members of the Executive Committee shall be the Commission Chair, Vice-Chair, and the Chairs of the standing committees. The Executive Committee is authorized to act on behalf of the full Commission between regular Commission meetings except that the amendment of Bylaws shall be in accordance with Article X. The Executive Committee shall meet at the request of the Chair of the Commission or any two (2) members of the Executive Committee. All actions of the Executive Committee shall be reviewed by the Commission at the next regular meeting.
3. The County Art in Public Places Committee (CAPP) shall include no less than four (4) supervisorial districts, appointed for two-year terms by the Chair of the Committee. They will supervise the One Percent for the Arts Program and advise the Commission on all matters concerning visual arts proposals. This committee is also responsible for supervising the County's exhibition spaces, the Channing Peake Gallery and the Betteravia Gallery. The Art in Public Places Committee may have membership from individuals who are not members of the County Arts Commission. The majority of members of the Committee shall be Arts Commissioners.
4. The Personnel Committee shall consist of three (3) members appointed by the Chair. This Committee shall concern itself with the employment and evaluation of Commission staff. The Committee will review employee job descriptions, set goals, and review employee performance annually with the Executive Director.
5. The Finance Committee shall consist of no fewer than three (3) members appointed by the Chair. This Committee will be responsible for the planning and on-going administration of the Commission budget in cooperation with staff. It will concern itself with fund development to meet Commission operating costs.
6. Additional committees may be established from time to time by the Chair.

The Commission Chair will be an ex-officio member of all committees of the Commission.

ARTICLE X Amendment of Bylaws

These bylaws may be altered, amended or repealed by a two-thirds majority vote of the full Commission present at a regular or special meeting called for that purpose, provided notice of the proposed changes is given in writing through the mail to every current member at least seven (7) days in advance of the date of the meeting.

ARTICLE XI General Provisions

1. The Commission shall be operated in compliance with all applicable County and State laws and regulations.
2. All points of order not otherwise covered in these bylaws may be decided by established rules of parliamentary procedure.