

# **Le Sueur County Parks Board Organizational Structure**

## **Parks Board**

The Le Sueur County Parks Board was established in 2003 and revised in 2017. The Parks Board looks to serve as an initial step in developing county parks and trails, outdoor recreation, tourism, preserving natural resources, and promoting healthy living within Le Sueur County for residents of the county and surrounding areas.

The Le Sueur County Parks Board is an eight member advisory group consisting of an appointed member from each of the county's five districts, one at-large member, plus two county commissioners. The Parks Board will serve as an active voice for the Le Sueur County Commissioners and Le Sueur County Parks Director. The members of the Parks Board will be directly involved in the mission, vision, future and goals of Le Sueur County Parks, strategically developing future park lands and amenities, promoting outdoor recreation and tourism within the county, volunteering within parks and programs, policy making, and all other governing matters of Le Sueur County Parks.

## **Roles and Responsibilities of Board Members**

Provide governance to Le Sueur County Parks and encourage effective organizational structure.

Actively participate in the board meetings, committees, annual meetings, and other functions or special events with the Parks.

Know when meetings will be held and decisions will be made.

Enforce and follow policies as adapted by the board and Le Sueur County Parks.

Provide a voice for the residents in their district for matters concerning Parks. Seek input, advice and ideas on County Parks from their residents.

Help orient new board members.

Approve major actions such regarding the Parks Department.

Seek out new trends, ideas, and futures of Parks and Parks Programming.

Be an ambassador of Le Sueur County Parks.

Represent Le Sueur County and the Parks Board by being informed of our parks, trails, accesses, rules, mission and vision.

## **Board Member Terms and Information**

Le Sueur County Parks Board will be comprised of eight members. One member from each of the five districts, one at-large, plus two County Commissioners.

Members of the Le Sueur County Parks Board will be appointed by their county commissioner from their district and/or the Le Sueur County Parks Director. The at-large member will be recommended by the Parks Director based on available applicants, then voted on and appointed by the Parks Board.

Members will serve 4 year terms that run along with their district commissioner's terms. The at-large member term will match the terms of Districts one and three.

There is no limit on successive terms, board members may be dismissed or reappointed at their pleasure.

Parks Board members will be eligible for a per diem and mileage, set by the Le Sueur County Board of Commissioners, for all meetings attended and when acting in an official manor representing Le Sueur County and/or Parks Board.

### **Roles and Responsibilities of Officers**

#### **President**

Chairs the board.

Creates meeting agendas in consultation with the Parks Director.

Facilitates conversation and participation at meetings.

Assigns follow-up where necessary.

Calls special meetings as necessary.

Liaison to the Parks Director and County Commissioners.

#### **Vice President**

Presides at board meetings and serves in the absence of the President.

Assists the President and Parks Director in special projects as needed.

Understands the roles and responsibilities of the President.

Participates as a vital board member.

Serves as Secretary at a meeting in the absence of the Secretary.

#### **Secretary**

Records minutes of all board meetings.

Provides public notice of board meetings.

Performs duties of President and Vice President in their absences.

#### **Terms of Officers**

The term of each officer is one year. Officers can run for an unlimited numbers of terms in a row.