

**Chapter 30: Board of Trustees**

**CHAPTER 30: BOARD OF TRUSTEES**

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**GENERAL PROVISIONS**

**§ 30.01 GOVERNING BODY.**

The Village of Deer Park shall be governed by a Board of Trustees which shall be elected at large and shall consist of a President and six Trustees. ('77 Code, § 2.01)

**§ 30.02 ELECTIONS AND TERMS OF OFFICE.**

(A) The term of office of the Trustees shall be four years and until their successors are elected. After the first election, three Trustees shall be elected by the electors of the Village for a four-year term at the regular Village election held on the third Tuesday in April of each odd numbered year, as provided by statute.

(B) The term of office of the Village President shall be four years. He shall be elected by the electors of the Village at the regular Village election held on the third Tuesday in April of each fourth year.

(C) Vacancies in the offices of Trustee or Village President shall be filled as prescribed by the ILCS Ch. 65, Act 5, § 3.1-10-50.

('77 Code, § 2.02)

**§ 30.03 COMPENSATION.**

The Village President, and the Trustees, shall receive such salary as shall be fixed by ordinance, subject to the provisions of the ILCS Ch. 65, Act 5, §§ 3.1-50-5 and 3.1-50-10. ('77 Code, § 2.03)

### **Title III: Administration**

#### **§ 30.04 STANDING AND SPECIAL COMMITTEES.**

The President shall appoint the members of the standing and special committees, and shall designate the chairperson of each committee. ('77 Code, § 2.08)

#### ***MEETINGS; RULES OF ORDER***

#### **§ 30.15 MEETINGS.**

(A) The Board of Trustees shall hold its regular meetings at Vehe Barn Community Center, unless otherwise ordered, on the third Monday of each month at 7:00 p.m., except when such date falls on a legal holiday in which event the meeting shall be held on the next succeeding business day, or at such other times as it may by ordinance prescribe. No notice of regular meetings shall be required.

(B) The President or any three of the Trustees may call special meetings of the Board at any time. The Clerk shall notify all members of the Board of such meeting at least two days before the same is held, by delivering a written notice, stating the time and place of such meeting, to each member personally, or by leaving the notice at his residence.

(C) Whenever all of the members of the Board of Trustees are present at any special meeting, the requirement of notice of such special meeting shall be deemed waived.

('77 Code, § 2.04)

(Am. Ord 04-29, passed 8-16-04)

(Am. Ord 08-08, passed 6-18-08)

#### ***Statutory reference:***

*Meetings, see ILCS Ch. 65, Act 5, § 3.1-40-25*

*Powers and duties of Board of Trustees, see ILCS Ch. 65, Act 5, § 3.1-45-15*

#### **§ 30.16 PRESIDENT TO PRESIDE.**

The Village President shall be the presiding officer of all regular and special meetings of the Board of Trustees, and at all times when the Board meets as Committee of the Whole. ('77 Code, § 2.05)

#### **§ 30.17 RULES OF ORDER.**

(A) Order of business. The order of business of the Village Board of Trustees shall be as follows:

- (1) Call to order, roll call and determination of a quorum.

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(2) Minutes of the preceding Board Meeting and minutes of any commission or committee submitting reports to the Board for inclusion in the record of the Village.

(3) Reports and communications from the President and other officers as set forth below.

- (a) President.
- (b) Trustees and their standing committees.
- (c) Clerk.
- (d) Treasurer.
- (e) Village Administrator.
- (f) Attorney.
- (g) Plan Commission.
- (h) Board of Appeals.
- (i) Other Commissions or Committees.

(4) Petitions, resolutions and ordinances.

(5) Old business.

(6) New business.

(7) Public discussion and/or comments from the floor.

(8) Adjournment.

(B) *Rescinded action.* No vote or action of the Board of Trustees shall be rescinded at any special meeting of the Board of Trustees unless there be present at such special meeting as many members of the Board of Trustees as were present at the meeting when such vote or action was taken, as provided by statute.

(C) *Resolutions.* Any resolutions submitted to the Board of Trustees shall be reduced to writing before being voted upon on request of any two members of the Board.

(D) *Addressing meetings.* No person other than the President or a member of the Board shall address that body at any regular or special meeting except upon consent of a majority of the members present.

(E) *Suspension of rules.* The rules of order, other than those prescribed by statute, may be suspended at any time by the consent of a majority of the members present at any meeting.

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(F) *Robert's Rules of Order.* Robert's Rules of Order shall govern the deliberations of the Board of Trustees except when in conflict with any of the foregoing rules.

(G) *Quorum.* A majority of the Trustees shall constitute a quorum to do business, but no ordinance or resolution creating a liability against the Village shall be passed except upon the favorable vote of a majority of the elected members, as provided by statute.

(H) *Committees.* Special committees shall be created from time to time as directed by the Board of Trustees.

(I) All standing and special committees shall consist of three members each, including the Chairperson, unless the Board shall direct otherwise. All committees shall be appointed by the Village President.

('77 Code, § 2.06)

#### **§ 30.18 DISTURBANCES AT MEETINGS.**

(A) It shall be unlawful for any person to disturb any meeting of the Board of Trustees or of any committee thereof.

(B) Any person violating the provisions of this section shall be fined not less \$1 nor more than \$50 for each offense.

('77 Code, § 2.07)