



# CITY OF POMONA

## CULTURAL ARTS COMMISSION

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**DATE:** June 25, 2018

**TO:** Chairperson and Members of the Cultural Arts Commission

**FROM:** Mario Suarez, AICP, Development Services Director

**SUBJECT:** Selection of New Vice Chair – Election of Officer

This agenda item is scheduled to replace the vacated Vice-Chair position on the Cultural Arts Commission. The election of the new Vice-Chair includes nominating a member of the Cultural Arts Commission and ratified by majority vote of the Commission.

The term of the Vice-Chair ends in December of 2018. In January 2019 new election of officers will be held for new Chair and Vice Chair pursuant to Section A (Officers), A-1, Chair, Vice-Chair, and Secretary of the Cultural Arts Commission Rules of Procedure / Bylaws.

Attachment – Excerpt of the Cultural Arts Commission Rules of Procedure / Bylaws (Page 1)

**CULTURAL ARTS COMMISSION  
RULES OF PROCEDURE / BYLAWS**

**July 2010**

**A. OFFICERS**

**A-1 CHAIR, VICE-CHAIR, AND SECRETARY**

The Cultural Arts Commission shall, by majority vote, select a new Chair and Vice-Chair every year at its first meeting in January. The Secretary shall be the Library Director or designee, and shall not be a voting member of the Commission.

**A-2 CHAIR TO PRESIDE**

The Chair shall be the Presiding Officer at all meetings of the Cultural Arts Commission. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and Vice-Chair, the Secretary of the Cultural Arts Commission shall call the Commission to order, whereupon a temporary Presiding Officer shall be elected by the Commissioners present to serve until adjournment.

**A-3 DURATION OF TERM**

The term of the Chair and Vice-Chair shall be one (1) year. Two (2) consecutive terms may be served at the pleasure of the Commission. However, every effort should be made to allow all Commissioners to serve their term as Officers, provided they so desire and have served on the Cultural Arts Commission at least one (1) year. The Commission may elect a member desirous of being an officer and not having at least one (1) year experience on a six-sevenths (6/7) vote.

**A-4 POWERS AND DUTIES OF PRESIDING OFFICER**

**1. Participation**

The Presiding Officer may move, second, debate, and vote from the Chair. He/She shall not be deprived of any of the rights and privileges of a Commissioner by reason of his/her acting as Presiding Officer.

**2. Questions to be stated**

The Presiding Officer, or such member of the City staff as he/she may designate, may verbally restate each question immediately prior to calling for the vote. Following the vote the Secretary to the Commission shall announce whether the question carried or was defeated. The Presiding Officer in his/her discretion may publicly explain the effect of a vote for the audience or he/she may direct the Secretary to do so before proceeding to the next item of business.