

BYLAWS OF

The Anne Arundel County Agriculture, Farming and Agritourism Commission

1. **MISSION STATEMENT:** The mission of the Anne Arundel County Agriculture, Farming and Agritourism Commission is: The promotion, coordination, development, furtherance and establishment of agriculture, farming, and agritourism in the County.
2. **PURPOSE:**
 - a. Advise and report to the County Executive and the County Office of Planning and Zoning on the promotion, coordination, development, furtherance and establishment of agriculture, farming, and agritourism uses within the County;
 - b. Advise and report to the County Executive and County Office of Planning and Zoning of any recommended changes to the agriculture, farming, and agritourism provisions in the County Code;
 - c. Advise and report to the County Executive and the County Office of Planning and Zoning about activities or land uses that fall within the definition of agriculture, farming, and agritourism as set forth in Bill 67-17 or the County Code, as it may be amended from time to time by Ordinance of the County Council;
 - d. Advise and report to the County Executive and the County Office of Planning and Zoning on the community impacts of proposed or actual agriculture, farming, and agritourism uses within the County;
 - e. Assist in educating residents of the County about agriculture, farming, and agritourism within the County; and
 - f. Provide information as requested by the County Executive or the Office of Planning and Zoning consistent with this Executive Order on the topics of agriculture, farming, and agritourism uses within the County.
3. **MEMBERSHIP:** There shall be 13 voting members and 11 non-voting/ex officio members of the Anne Arundel County Agriculture, Farming and Agritourism Commission appointed by and serving at the pleasure of the County Executive. The Commission shall consist of thirteen voting members, as follows:
 - a. No fewer than five (5) residents of the County possessing knowledge and expertise in the area of farming, agriculture, or agritourism, each of whom shall be an owner, manager, or operator of a working farm in the County;

- b. No fewer than one (1) representative from the Anne Arundel County Farm Bureau;
- c. No fewer than two (2) residents of the County possessing knowledge and expertise in land use, neither of which shall be an owner, manager, or operator of a working farm in the County;
- d. No fewer than one (1) owner or operator of a restaurant in the County; and
- e. No fewer than one (1) owner or operator of a retail nursery in the County; and
- f. No fewer than one (1) person involved in the tourism industry in the State of Maryland.

The Commission shall also include the following eleven (11) non-voting ex officio members, or their designees:

- a. the Planning and Zoning Officer;
 - b. the Director of the Department of Inspections and Permits;
 - c. the Director of the Department of Recreation and Parks;
 - d. the Constituent Services Officer;
 - e. the Health Officer;
 - f. the Fire Marshal;
 - g. the County Attorney;
 - h. one (1) representative of the Anne Arundel Economic Development Corporation;
 - i. one (1) representative of the Anne Arundel County Soil Conservation District; and
 - j. two (2) consultants, directors, or professors in the area of agricultural education with any university or college within the State of Maryland.
4. TERM: Members of the Commission shall be appointed by the County Executive for four (4) year terms co-terminus with the term of the County Executive.

Members shall serve no more than two (2) consecutive terms. A member whose term has expired shall serve until a successor is appointed.

5. RESIGNATION/REMOVAL: A member may resign by submitting a written resignation to the County Executive. Members shall be considered removed for cause if they miss more than one-half the meetings held during a 12-month period. Members serve at the pleasure of the County Executive and may be removed at any time, with or without cause. The County Executive may remove a member at any time, with or without cause, upon written notification to the member.
6. CHAIR/VICE CHAIR: The County Executive shall appoint a Chair and a Vice Chair from among the voting members of the Commission. The Chair shall: preside at all meetings of the Commission; meet as requested with the County Executive and other County representatives; provide information to the Commission; represent the Commission at relevant meetings and functions; oversee preparation of the reports to the County Executive; enforce compliance with this Executive Order, the Maryland Open Meetings Act, the County Code, and any bylaws adopted by the Commission
7. SECRETARY: By majority vote, the Board shall appoint a Secretary, who shall serve at the discretion of the Commission. The Secretary shall keep accurate records and minutes of all meetings of the Commission that comply with the Maryland Open Meetings Act and relevant provisions of the County Code; make available minutes of the previous meeting and distribute them to the Commission members and to the County's Director of Board and Commissions in advance of each meeting; cause to be delivered all notices of meetings to the Commission members and to the County Director of Boards and Commissions; maintain the minutes and a current listing, with contact information, of the members of the Commission; and serve as the records custodian for the Commission under the provisions of the Maryland Public Information Act.
8. MEETINGS: The Commission shall meet at least quarterly. The Commission shall comply with all requirements of the Maryland Open Meetings Act. Notices of meetings shall be in writing and delivered to members and to the County's Director of Boards and Commissions at least 10 days before the day of the meeting. Written notice of meetings may be delivered by electronic transmission. Failure of notice to any member shall not invalidate the meeting or any action taken at the meeting.
9. QUORUM: a quorum shall consist of a simple majority or fifty percent (50%) plus one (1) of the **VOTING** members present.
10. TELEPHONE AND ELECTRONIC PARTICIPATION: Members may participate in meetings and vote on matters discussed therein by means of a conference telephone or similar communications equipment if all persons participating in the meeting can hear each other at the same time. Participation by

such means shall constitute presence of the Member at the meeting.

11. COMMITTEES: The Commission may create committees, and the Chair may appoint Members to chair and serve on those committees.
12. ANNUAL REPORT: The Commission shall provide a report to the County Executive by January 31 of each year that describes its activities and fulfillment of its mission statement and purposes during the prior calendar year, as well as its recommendations for the succeeding calendar year.
13. COMPENSATION: Members shall serve without compensation.
14. AMENDMENTS: Provisions of these bylaws that are not controlled by State or County law, State or County regulation, or County Executive Order may be amended by a simple majority vote of the Members present and entitled to vote at a meeting at which a quorum is present. Any proposed amendment must be submitted to the members in writing with written notice of the meeting to decide on the proposed amendment at least ten (10) days prior to the meeting date.

Adopted by the Commission this _____ day of _____, 2017.

Name:

Title: Chair

Date

I, the undersigned, being Secretary of the Corporation, hereby certify that the above is a true, complete and accurate copy of the Bylaws adopted by the Commission.

Name:

Title: Secretary

Date