

08-23

QUEEN ANNE'S COUNTY COMMISSIONERS

**RESOLUTION FOR ESTABLISHMENT
OF
FRIENDS OF HISTORIC CHRIST CHURCH BOARD OF DIRECTORS**

A RESOLUTION ESTABLISHING THE FRIENDS OF HISTORIC CHRIST CHURCH BOARD OF DIRECTORS AND PROVIDING FOR THE POWERS, TERMS AND AUTHORITY FOR THE MEMBERSHIP THEREOF

WHEREAS, the Commissioners of Queen Anne's County (hereinafter the "County Commissioners") has authority under Article 25B, Section 13 of the Annotated Code Maryland, to acquire, develop, and operate property within the County, and to plan for, regulate, preserve, protect, and enhance certain sites, structures, and facilities; and

WHEREAS, the Historic Christ Church and parish house (sometimes hereafter referred to as "the Facility") is located in Queen Anne's County and was acquired by the County in July 2003 and placed under the stewardship of the Queen Anne's County Department of Parks and Recreation (hereinafter the "Department"); and

WHEREAS, the Department is entrusted with programming, maintaining, and preserving Historic Christ Church; and

WHEREAS, the Department is concerned about the preservation of Historic Christ Church and the adjacent parish house, located in historic Stevensville and is committed to stimulating interest in these facilities and their historical significance;

WHEREAS, various citizens have expressed an interest in forming a volunteer group to take responsibility for the restoration, maintenance and general operation of Historic Christ Church; and in keeping with The Stevensville Maryland Historic Village Center Revitalization Plan wishes to develop and promote the Historic Christ Church as an Arts & Cultural Center, while promoting generally the maintenance and restoration of the Church in a manner befitting its history;

WHEREAS, the County Commissioners seeks to encourage effective and coordinated efforts on the part of various citizens groups;

BE IT THEREFORE RESOLVED, by the Board of County Commissioners of Queen Anne's County that a FHCC Board of Directors be hereby established under the provisions hereof to be known and designated as "Friends of Historic Christ Church" (hereinafter the "FHCC"), as set forth below:

The “Friends of Historic Christ Church Board of Directors” shall be the exclusive citizens organization, as set forth below, recognized by the County Commissioners: 1) to assist in the restoration and general operation of said facilities; 2) to stimulate interest in the Facility and its historical significance; 3) to coordinate fund raising and to prepare grants and other related efforts for the benefit of said Facility. 4) to carry out such other functions as may be deemed necessary and appropriate by the County Commissioners.

AND, BE IT FURTHER RESOLVED, that the following provisions and conditions are established:

(1) MEMBERSHIP

- (a) The Friends of Historic Christ Church Board will consist of twelve (12) members interested in the preservation of Historic Christ Church and the revitalization of the Stevensville Maryland Historic Village Center. Broad-based community involvement is encouraged. This Board shall be comprised of volunteers who will coordinate all activities with the Department of Parks and Recreation. The FHCC Board will consist of two (2) representatives from The Kent Island Heritage Society, Inc., as well as one representative each from: the Christ Church Parish of Kent Island, the Stevensville Historic Commercial District, Arts Community, seven citizens-at-large and a representative from the Department of Parks and Recreation.
- (b) Initial terms shall be staggered and thereafter shall be for a period of four (4) years. Each representative is to be appointed by the County Commissioners for a four (4) year-term to correspond with the beginning of the calendar year.
- (c) Further FHCC Board nominees shall be chosen from a slate by the County Commissioners who may request nominations from the FHCC Board.
- (d) Any member of a Board or Commission in Queen Anne’s County who shall fail to attend at least 80% of the regularly scheduled meetings of such Board or Commission during any calendar year shall be considered to have resigned from such Board or Commission. The County Commissioners shall promptly appoint a replacement to fill the unexpired term of any member so resigning. The Chairman of the Board at his/her discretion may request a waiver of the policy if prevailing circumstances (e.g. extended illness) warrant. Requests for waiver would be

forwarded to the County Commissioners for their review and consideration.

- (e) The FHCC Board shall meet monthly. Six (6) members shall constitute a quorum for the transaction of business; thereafter, a majority of those present may act.
- (f) Notice of meetings must be given at least two (2) weeks prior to any scheduled meeting. The Secretary, upon giving ten (10) days notice by mail, may call special meetings.
- (g) The FHCC Board shall adopt such rules and regulations, as it may deem necessary to govern its procedures and business.
- (h) All members of the FHCC Board shall serve without compensation, but shall be reimbursed for necessary and reasonable travel and other expenses incurred in the performance of their duties. All members are subject to the Queen Anne's County Ethics Ordinance. The Secretary should send copies of minutes to the County Commissioners in a timely manner.
- (j) The FHCC Board: will elect officers as follows:

Chairperson
Vice Chairperson
Secretary
Treasurer

Officers shall serve terms of two calendar years.

DUTIES OF OFFICERS

CHAIRPERSON – the Chairperson will serve as the Chief Executive Officer. He/ she will have general and active management of the affairs of the Board.

VICE CHAIRPERSON- He/she shall give or cause to be given notices of all meetings and during the absence or disability of the Chairperson, the Vice Chairperson shall exercise all functions of the Chairperson.

SECRETARY – Shall attend all meetings, shall keep a record of attendance and record all votes and minutes of its transactions. He/ she

shall send copies of all minutes to the County Commissioners in a timely manner.

TREASURER – Shall keep full and accurate accounts, or cause same to be kept, of receipts and disbursements in appropriate books. He/ She shall disburse, or cause to be disbursed, funds as directed by the Board. He/ she will render at each monthly meeting, a financial report.

(2) **SPECIAL FACILITY FUNDS**

(a) The FHCC Board and the QAC Department of Parks and Recreation shall prepare annual operating and capital budgets which will require the approval by the County Commissioners.

(b)The QAC Department of Parks and Recreation shall account for all funds raised and collected on behalf of the FHCC Board. Said funds shall be deposited in a separate Community Partnership account specifically earmarked for Historic Christ Church. Funds may be dispersed by the FHCC Board for any purpose for the benefit of this facility. This method of handling funds raised will assure the non-profit status and allow benefactors the certain knowledge that all monies will go directly to the operations of Historic Christ Church.

(c)The FHCC Board may submit written proposals for previously approved fundraising costs or for the expenditure of monies raised on behalf of the Historic Christ Church. The FHCC Board shall not expend any monies raised or collected on behalf of the Christ Church which are not consistent with the budget.

(3) **PROGRAMMING**

The FHCC Board will aid the in the preservation of Historic Christ Church, and fundraising for same, as provided herein.

(a) The FHCC Board may propose programs, activities or other uses for the Historic Christ Church and shall allow and permit any programs or uses of the Historic Christ Church that have been approved by the QAC Dept of Parks and Recreation and the Parks and Recreation Advisory Board (PRAB).

(4) MAINTENANCE, INSURANCE, UTILITY COSTS

Queen Anne's County will be responsible for all costs associated with the building maintenance, repair, insurance, and utilities for a period of at least 24 months. Thereafter the FHCC Board and QAC Dept of Parks and Recreation will review the progress of the operations and determine the best way to move forward.

(5) OTHER

(a) Written publications or circulations of any printed material that utilizes the name of Historic Christ Church must be consistent with its mission and budget. QAC County Commissioners must approve any publication or press release prior to publications that deal with County Facilities.

(b) In the event that the FHCC conducts any fundraising activities which include goods or services, they shall require all contractors and vendors to provide it with a certificate of insurance, as may be required by the Board, and to indemnify and hold harmless the Board and Queen Anne's County from all liabilities and claims arising from the contractor or vendor's negligence at such fundraising activity.

(c) The FHCC shall not discriminate against any employee, member, or individual because of age, sex, race, creed, national origin or physical disability

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Witness the hands and seals of the County Commissioners of Queen Anne's County this
9th day of December.

ATTEST:

Margie A. Houck
Margie A. Houck,
Recording Clerk

BOARD OF COUNTY COMMISSIONERS
OF QUEEN ANNE'S COUNTY

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Gene M. Ransom III, President

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Eric S. Wargotz, M.D.

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