



MAYOR'S YOUTH LEADERSHIP COUNCIL GUIDELINES / BY-LAWS

Article I. Name

The name of the organization is the City of Gastonia Mayor's Youth Leadership Council hereinafter referred to as MYLC.

Article II. Purpose

To empower youth as leaders, volunteers, peer mentors, and community decision makers.

Article III. Mission and Goals

The mission of the MYLC is to serve the common good of the community and provide a voice for the city's youth while organizing and participating in constructive community service projects, strengthening relationships among all members of the community, building a noncompetitive spirit between students of Gastonia area schools, promoting youth participation in governmental affairs, and acting as a resource for any city organization upon request.

Article IV. Membership

- All members selected for the MYLC shall be residents of the City of Gastonia.
- All members must be currently enrolled in high school. The term "high school" includes public, private, charter, and parochial high schools as well as organized home school programs. Applicants must be in grades 9 through 11 at the time of the application and maintain a GPA of 2.25 or better throughout membership.
- A total of no more than twenty-two (22) members will serve on the MYLC. This number excludes adult advisers whether they be city officials or staff.
- Members of the MYLC shall be chosen through an application process. Interested students shall complete an application found on the city website, through the Mayor's office, from a staff liaison, or from a current MYLC member. Applications shall be submitted to the Mayor's office or staff liaison. Applications will be accepted throughout the year. The interview process will take place either before the new school year begins, or as any positions become available throughout the year.
- Members of the MYLC must conduct themselves in a positive, respectable, friendly, and law-abiding manner at all times.
- Regular meetings are scheduled on the third Monday of each month starting at 7:30 PM in the council conference room located on the second floor at City Hall. Special meetings or committee meetings along with service project activities may be scheduled at different times through the year.
- MYLC members are expected to attend all meetings and group activities.
- Any member of the MYLC will be deemed to have voluntarily concluded his or her membership automatically upon the occurrence of the following: (1) The member acquires more than five absences from meetings or scheduled activities combined, over the period of one MYLC year, (2)

the member fails to be enrolled in high school, (3) the member fails to maintain good citizenship at school and in the community, (4) the member is disruptive to the efficiency of the board and/or does not follow through with assignments, and (5) the member does not embody professionalism in his or her conduct.

- If a member exceeds the number of absences, there will be one opportunity to maintain membership by researching a local non-profit agency (onsite interview and tour) and making a presentation to the Council at the next regular monthly meeting. The Council will vote after the presentation to accept or decline reinstatement.
- For communication purposes, MYLC will ensure effective communication by utilizing email. Hence, all members must agree to check their email at least once per week.

Article V. Executive Board

The officers of this organization shall be chairperson, vice-chairperson, secretary, and historian. The chair and vice-chair of the executive board shall be high school seniors.

- The Chairperson shall have the following duties: (1) preside at all meetings using Robert’s Rules of Order Revised when necessary, (2) issue notices of meetings and set meeting agendas after consulting with the Mayor and staff liaison, (3) call approved special meetings of the council when needed, (4) appoint all committees and officers not otherwise provided in the by-laws, (5) ensure that the regulations of the council are enforced, (6) carry out assignments and instructions given to him by vote of the council, and (7) and present a yearly report to the full City Council.
- The Vice-chairperson shall be an aid to the chairperson and, in his/her absence, shall accept the responsibilities of the chair. The vice-chair shall also act as secretary in his/her absence.
- The Secretary shall have the following duties: (1) keep a written record of the proceedings of all meetings and issue meeting minutes, (2) keep attendance records, (3) and maintain a current roster and updated information sheet on all members.
- The Treasurer shall have the following duties in coordination with the staff adviser: (1) research and apply for community grants, (2) research and make expenditure recommendations, and (3) document revenues and expenditures.
- The Historian shall with the aid of the staff advisor shall document all activities through photographs and create a yearly scrapbook. Council photographs of activities and events shall be uploaded to the City’s website.

Article VI. Committees

MYLC shall elect members to serve on a committee or “task force” as needed to organize events and distribute information.

Article VII. Staff Liason

The chief advisor of the MYLC will be a member of the City of Gastonia’s Parks & Recreation Department staff and appointed by the Mayor. Additional advisors may include members of the sitting City Council or other city departmental staff.

Article VIII. By-Law Approval and Amendments

The by-laws of the MYLC shall be reviewed yearly. The by-laws may be amended at any time throughout the year, if a proper need is found. Amendments must be approved by a 2/3rds majority vote of the MYLC through a roll call vote with any changes or amendments requiring the approval of the City Council before taking effect.