

FOXFIRE VILLAGE COMMUNITY SWIMMING POOL AD HOC STEERING COMMITTEE POLICY

The Foxfire Village Community Swimming Pool Steering Committee is an ad hoc advisory committee established by the Village Council to evaluate options and develop recommendations regarding the future of the Village swimming pool. The committee serves solely in an advisory capacity and has no authority to make policy decisions or commit Village resources. Its role is to gather information, evaluate alternatives, and provide recommendations to the Village Council for consideration.

All committee activities are official governmental functions and are subject to applicable provisions of North Carolina law, including the Open Meetings Law and Public Records Law.

To promote transparency, accuracy, and public confidence in the committee's work, members should exercise discretion when discussing committee business outside of official meetings. Members should refrain from publicly characterizing committee positions, announcing potential recommendations, or providing updates regarding ongoing deliberations before such matters have been discussed in an official meeting.

Committee members are encouraged to direct residents to official committee meetings and Village communications for information regarding the committee's work. Nothing in this policy is intended to restrict public access to meetings or records as required by law.

Committee members should approach all issues with an open mind and avoid actions that could create the appearance that conclusions have been reached before the committee has completed its evaluation and submitted its recommendations to the Village Council.

At its first meeting, the committee shall elect from among its members a Chairperson and a Secretary. The Secretary shall ensure that minutes are prepared for each meeting and submitted to the Village Clerk for retention as part of the Village's official records. Approved meeting minutes shall be posted on the Village's website.

The committee shall establish and maintain a regular meeting schedule, including the dates, times, and location of its meetings.

The committee shall designate a spokesperson to provide monthly reports to the Village Council during the Council's Regular Business Meetings regarding the committee's activities, accomplishments, and progress.

The committee shall remain in existence until it has submitted its final report and recommendations to the Village Council and the Council has formally acknowledged receipt of the report. Upon acknowledgment by the Village Council, the committee shall be dissolved unless its term is extended by action of the Village Council.