

**BY-LAWS**  
**FOR THE BEDFORD COUNTY**  
**AGRICULTURAL ECONOMIC DEVELOPMENT ADVISORY BOARD**

**PURPOSE**

The purpose of the Agriculture Economic Development Advisory Board shall be to serve as the advisory body for the Bedford County Agriculture Development Program, whose mission is to develop and implement a continuing plan to sustain and enhance the rural economy. For the purposes of this Board, the agricultural community shall encompass farm and forest land.

**DUTIES**

The Agriculture Economic Development Advisory Board shall have the following duties as determined by the Bedford County Board of Supervisors:

1. Sponsor and advise the work of the Bedford County Agriculture Development Program.
2. Serve as a liaison between the Board of Supervisors and the citizens of the agricultural community.
3. The Board shall make recommendations to the Board of Supervisors concerning issues of importance to the rural/agricultural community, and to that end, shall have the duty to research and make recommendations concerning the needs and interests of the rural/agricultural community.
4. Support programs that enable the preservation of farm and forest land, agricultural infrastructure and the industry of agriculture in Bedford County.
5. Work to educate the non-farming public about the importance of agriculture in Bedford County.
6. Advise and alert local, state and federal elected officials serving Bedford County on issues of importance to the agricultural industry in Bedford County.
7. The Agriculture Economic Development Advisory Board shall have no authority to enter into any contract or incur any obligation binding the County of Bedford.

**DIRECTORS**

The Board shall consist of bona fide farmers and any others who share a constructive interest in the stated objectives of this Board. The composition of the Board should be representative of agricultural interests in the county. The Agriculture Economic Development Advisory Board shall consist of 12 Directors appointed by the Board of Supervisors. One member shall be appointed from each of the seven county election districts. In addition, five at-large members will be appointed by the Board of Supervisors, one of which is reserved for a member of the Bedford County Farm Bureau, who shall be nominated by the Farm Bureau. A representative from the Bedford Extension office, the Bedford County Department of Economic Development and the City/County Department of Tourism shall serve in an ex-officio capacity as advisors. These persons shall not be members of the Advisory Board but shall serve in an advisory capacity to the Board in any and all matters.

Rules related to membership, term of office, procedures for removal of members and the filling of vacancies as well as any other procedures related to Advisory Board members may be adopted by the Board of Supervisors, without the necessity of amending the bylaws.

Directors shall be appointed for a term of four years. The terms of District representatives on the Advisory Board shall be staggered and follow the election of their appointing Board of Supervisor member. The term of the at-large members (with the exception of one reserved for a member of the Bedford County Farm Bureau) shall end on the 31<sup>st</sup> day of December in odd years; specifically, two at-large members will have a term of two years ending 31 December 2009 and two members will have a term of four years ending 31 December 2011. Thereafter the at-large terms will be for a term of four years.

Any vacancy in membership shall be filled by appointment by the Board of Supervisors for the unexpired term only. Any member may be removed by the Board of Supervisors for inefficiency, neglect of duty or malfeasance in office. Frequent absence from meetings may be a basis for removal.

### **OFFICERS**

The officers of the Advisory Board shall be a Chairperson, and Vice-Chairperson and Secretary. The officers shall be elected by the Board at the organization meeting in January to serve for one year or until a successor shall be elected.

The Chairperson shall preside at meetings, call special meetings, and make appointments to committees. The Vice-Chairperson shall serve as Chairperson in the absence of the Chairperson.

An Executive Committee made up of Chairperson, the Vice-Chairperson and the Secretary, with the advice of the ex-officio members, shall have the authority to act on behalf of the Advisory Board when circumstances require it. Any action taken by the Executive Committee must be ratified by the Advisory Board at the next meeting.

### **MEETINGS**

All meetings of the Advisory Board shall be open to the public, except certain specific exempt topics identified in Section 2.2-3711 of the Virginia Code. The Board shall meet a minimum of four times per year. The first meeting of each year shall be held before January 31, which shall be the organizational meeting. The purpose of the meeting shall be the election of officers, establishment of the time, date and location for meetings and other business that may need to come before such meetings. Special meetings may be called by the Chairperson, a member of the Bedford County Board of Supervisors, or on the written request of at least two members. A majority of members shall constitute a quorum at any regular or special meeting. Should there be an unfilled vacancy on the Board the quorum of body shall consist of a majority of the existing Board Members. Meetings will not extend beyond 90 minutes. If the Advisory Board desires to extend the length of a meeting, a motion unanimously adopted by members present shall be required.

**REPORTS TO THE BEDFORD COUNTY BOARD OF SUPERVISORS**

The Agriculture Economic Development Advisory Board shall provide periodic reports of its activities to the Board of Supervisors, and shall provide an annual report to the Board on or before January 31 of each year for the previous year's activities. In addition, after approval of the Board minutes of each meeting by a majority of the Board, a copy of said minutes shall be provided to County Administration.

**RULES OF ORDER**

The proceedings of the Advisory Board, except as otherwise provided within these By-Laws and applicable state law, shall be governed by Webster's New World Robert's Rules of Order, 1999, and more specifically, the provisions which pertain to conducting Informal Meetings for small boards.

**COMPENSATION**

Advisory Board members shall be compensated as the governing body so directs.

**CONFLICT OF INTEREST**

Advisory Board members shall comply with the state and local government Conflict of Interest Act (Section 2.2-3100 et seq. of the Code of Virginia).

**AMENDMENTS TO THE BYLAWS**

The Advisory Board may recommend changes to the By-Laws by a 2/3 majority vote of attending members. Proposed changes shall be presented at a scheduled board meeting and shall be voted on at a subsequent meeting. The recommendations shall be forwarded to the Board of Supervisors for approval.

Enacted on this the 23 day of April, 2007.

Bedford County, Virginia

By   
Chairman, Board of Supervisors

Attest:

  
County Administrator, Clerk