

**TOWN OF DANVILLE**  
**ARTS ADVISORY BOARD**

**2-13.1 Creation of Arts Advisory Board.**

An Arts Advisory Board (“Board”) for the Town of Danville is hereby established. The Board shall be composed of six (6) regular members, one of which is a Youth Board Member. Two members of the Board shall be members of the Town’s Parks, Recreation and Arts Commission and shall be recommended by the Commission, with appointment by the Town Council. All members of the Board shall be appointed by the Town Council.

**2-13.2 Qualifications.**

Members of the Board appointed by the Town Council shall have experience, training or interest in the arts, including visual and performing arts.

**2-13.3 Powers and Duties.**

The Board shall review and make recommendations to the Parks, Recreation and Arts Commission and the Town Council regarding: the incorporation of public art and artistic elements into the Town’s parks and public spaces; the promotion of performing arts at the Town’s parks, public spaces and the Village Theatre and Art Gallery; and, other matters referred to the Board by the Commission and Town Council.

**2-13.4 Term of Office.**

For the initial appointments to the Board, two of the at-large members appointed by the Town Council shall be appointed to four-year terms and one at-large member to a two-year term. Of the two initial members of the Parks, Recreation and Arts Commission, one shall be appointed to a two-year term and one to a four-year term. All subsequent appointments shall be for four-year terms. The term of the Youth Board Member shall always be two years.

**2-13.5 Time and Place of Regular Meetings.**

The Board shall hold at least one regular meeting every two months. The Board shall fix the time and place of its regular meetings by Resolution and may call special meetings as necessary. All meetings of the Board are open to the public and notice of its meetings shall be provided as required by law.

**2-13.6 Absence from Meetings.**

If a member of the Board is absent without cause from three (3) consecutive regular meetings of the Board, that member’s office shall be vacant automatically. The Board shall immediately notify the Town Council of the vacancy. A member is not absent without

cause if that member's absence is (1) due to illness or (2) unavoidable, and the member gives the Secretary of the Board notice before the day of the regular meeting at which the member will be absent, and giving the reason for the absence.

#### **2-13.7 Removal or Vacancy.**

A member of the Board may be removed by a majority vote of the Town Council. A vacancy is filled in the same manner as the original appointment. A person appointed to fill a vacancy serves for the remainder of the unexpired term.

#### **2-13.8 No Compensation.**

Members of the Board shall not receive compensation for their attendance at Board meetings, but are entitled to reimbursement for reasonable expenses actually incurred in the course of their duties, provided that such reimbursement shall first be approved by the Town Council.

#### **2-13.9 Adoption of Rules.**

The Board may adopt rules for the transaction of its business and shall keep a public record of its resolutions, transactions, findings and determinations.

#### **2-13.10 Residency Requirement.**

All members of the Board shall be residents of the Town of Danville.

#### **2-13.11 Officers and their Duties.**

The Board shall elect a Chair and Vice-Chair from among its members. The Chair and the Vice-Chair serve for a term of one (1) year and until the successor of each is appointed and qualified. The Chair shall preside at all meetings of the Board, shall appoint committees of the Board as needed, and shall perform such additional duties as are necessary and incidental to the office. The Vice-Chair shall perform the duties of the Chair on such occasions as the Chair shall be unavailable or unable to perform such duties.

#### **2-13.12 Brown Act and Conflicts of Interest**

The Board shall be subject to and conduct its business in compliance with the Ralph M. Brown Act, California Government Code, Section 54950 et seq. The members of the Board shall be subject to the provisions of the Town's Conflict of Interest Code.