

Hutchinson Youth Commission (HYC)/By-Laws

Purpose:

1. Provide an opportunity for the youth of Hutchinson to acquire a greater knowledge of and appreciation for local governing through active participation.
2. Make recommendations to the Hutchinson City Council regarding issues and concerns within the city impacting youth residents.
3. Serve the youth of Hutchinson by:
 - a. Informing the City Council of issues for the youth of Hutchinson.
 - b. Planning and implementing social, educational, cultural and recreational activities that engage youth in the community.
 - c. Working with the City Council, City Department Heads, USD 308, the Chamber of Commerce, civic clubs, and service organizations to provide service and leadership opportunities for the youth of Hutchinson.
 - d. Promote community pride and eliminate potential negative influences among our future community leaders.

Commission Operations:

The Commission shall consist of 11 members. The Commission shall elect a chairperson and vice-chairperson. Members will be recommended by the HYC advisors and approved by the City Manager or their designee based on merit and fitness of the duties required.

Duties and Responsibilities of the Hutchinson Youth Commission:

1. Meet on the 1st and 3rd Monday of the month at 6:30pm
2. Develop and adopt, by majority vote, Hutchinson Youth Commission By-Laws.
3. Modify these By-Laws as needed by a majority vote.
4. Appoint Commission members to designated committees.
5. Pass motions and resolutions as necessary by a majority vote.
6. Carry out the purposes of the Commission as outlined in these By-Laws.
7. Regularly report to the City Council on the activities of the Commission.
8. Five (5) members of the Commission shall constitute a quorum. All Commission actions shall be taken by an affirmative vote of six (6) or more members. No affirmative action shall be valid unless at least six (6) members vote in favor thereof; and an abstention shall not be counted as an affirmative vote.

Selection Process for Hutchinson Youth Commission Members:

1. Submit applications and supporting documentation to HYC advisor, Glenna Burden.
2. Applications are reviewed by HYC advisors. A review committee may be appointed to aid in the review/recommendation process.

3. Recommendations are presented to the City Manager or their designee for approval.
4. Applications for the position of Commission member will be accepted between May 1 and May 31 for the following school year.

Qualifications to serve on Hutchinson Youth Commission:

1. Reside within the City of Hutchinson, Kansas;
2. Must be enrolled and attend a Senior High School located in Reno County, Recognized/Accredited Homeschooling, or be enrolled and attending on at least a part-time/full-time basis at Hutchinson Community College. Remote attendance at Hutchinson Community College is also acceptable. Enrollment and attendance at a Senior High School or enrollment and attendance at Hutchinson Community College as a freshman, even if attendance is remote;
3. Members must a student in good standing and must not be on academic probation for any reason.
4. Maintain good citizenship; and
5. Demonstrate community interest and a willingness to serve the youth and community of Hutchinson.

Requirements of Hutchinson Youth Commission Members:

1. Attend 75% of meetings (excluding City Council meetings);
2. Fulfill the responsibilities of the office held.
3. Set a good example for the youth of the community; and
4. Coordinate all activities with the HYC advisor and the City Manager or their designee.

Terms of Commission members:

1. Terms of the Commission members will be for one (1) school year (Sept. 1 to August 31); and
2. Commission members may be removed by majority vote of the Commission for failing to fulfill duties and requirements of a member as stated in these By-Laws.

Vacancies:

Any vacancy on the Commission, either by removal or by resignation, shall be filled by nomination from the Commission members with the advice and consent of a majority of the advisors

Non- Voting Commission Members:

The HYC may solicit non-voting members to help execute the efforts of the HYC. These Non-voting members must complete the application process established. However, instead of HYC Advisor recommended candidates being sent to the City Manager, they shall be approved by this body as a

whole. Non-voting members will be given the opportunity to apply for open commissioner seats if one becomes available during the active commissioner term. Non-voting members will be held to the following qualifications:

1. Members must a student in good standing and must not be on academic probation for any reason.
2. Maintain good citizenship; and
3. Demonstrate community interest and a willingness to serve the youth and community of Hutchinson

Non-Voting Commissioners are not required to attend all meetings and activities. and are not expected to serve the terms as Identified above. However, volunteers that are deemed ineffectual to the effort of the Commission will be asked to leave by the HYC advisor a seen necessary. They will lose their opportunity to apply for the Commission If an immediate opening arrives. They will be eligible to apply for open commission seat in the following school year.

Hutchinson Youth Commission Advisor:

The HYC shall have at least one advisor. The advisor will attend the HYC meetings and be involved, in the advisory role only, in all HYC activities. The advisor shall be a resident of Hutchinson and approved by the Hutchinson City Manager or their designee.

Sponsoring Commission:

Hutchinson Human Relations Commission will act as a sponsoring commission to help provide support of the HYC and its endeavors.

Adopted: September 20th, 2020.

As Amended: Oct 5th, 2020.