

**BYLAWS
CLARK COUNTY PUBLIC ART ADVISORY COMMITTEE**

SECTION I: NAME

The name of this committee is the Public Art Advisory Committee, hereinafter referred to as the "Committee."

SECTION II: PURPOSE

The Committee serves in an advisory capacity to the Clark County Arts Plan, the Parks and Recreation Department, the County Manager and Board of County Commissioners hereinafter referred to as the "Program". The Committee works closely with Parks and Recreation staff to advise on public art projects. The Committee evaluates proposed and existing Unincorporated County development projects and existing county facilities to select sites for which art will be commissioned and recommend approaches and budgets for commissioned artworks for each site. (This artwork is generally considered Public Art.) The recommendations may be reviewed and approved, or denied, by the Board of County Commissioners, hereinafter referred to as the "BCC", once a year.

SECTION III: MEMBERSHIP

- A. The Committee consists of seven (7) members which shall include two (2) arts faculty members from accredited institutions of higher education in Clark County, one (1) professional architect or landscape architect, one (1) arts staff member from a local entity within Southern Nevada, excluding Clark County. The remainder of positions shall be filled by independent professional artists if such individuals are available to serve. Members shall be chosen by the Department of Parks and Recreation and the selections ratified by the BCC.
- B. The term of each member shall commence at the next Committee meeting following that member's ratification by the Board and shall expire three years thereafter. Each member may serve two consecutive terms, and then must step off the board for at least one term.
- C. Should a Committee member no longer reside in Clark County, resign, term expire or otherwise vacate the Committee position, his or her membership shall automatically expire. The replacement member will represent that same group/party the former member represented if possible.
- D. Any Committee member who compiles more than three consecutive unexcused absences or attends less than fifty percent of the regularly scheduled meetings within a calendar year, shall be considered to have resigned.
- E. Excused absences are defined as absences due to illness of a member or a member's family, employment-related activities, or other instances as approved by the Chair on a case-by-case basis. Notifications of absences are to be made to the ex-officio secretary of the Committee.
- F. Any Committee member may be removed from office for cause by a majority vote of the Committee, after such Committee member has been advised of the reason(s) behind the vote and afforded an opportunity to be fairly heard by the Committee.

SECTION IV: OFFICERS

The Committee shall elect a Chairperson and Vice-Chairperson from its members at the meeting following re-chartering and reappointment by the BCC each year. Hereinafter the positions are referred to as "Chair" and "Vice -Chair". The Chair is limited to two one-year terms.

- A. The Chair shall preside at all meetings, call meetings, and review and approve the agenda for meetings.

- B. The Vice Chair shall act as Chair and perform those duties in the absence or abstention of the Chair.
- C. The Director of Parks and Recreation, or the Director's designee, shall serve as the ex-officio secretary of the Committee.

SECTION V: DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Committee are as follows:

The Art Committee advises the Clark County, under the leadership of the Parks and Recreation Department.

The committee functions are to:

- A. Assist Parks and Recreation staff regarding the implementation and evolution of the Public Art Program.
- B. Cultivate and review proposals for public art projects presented to the committee by Parks & Recreation staff and other stakeholders.
- C. Work as a community advocate for public arts within the County by building awareness and forging connections that lead to involvement, investment, and opportunity.
- D. The Committee evaluates proposed and existing County development projects, select sites for which art will be commissioned, and recommends approaches and budgets for commissioning artworks for each site.
- E. Under this program, art may be commissioned for new or existing unincorporated County-owned parks, trails and natural areas, freeways, roads and bridges, sidewalks, plazas, gathering spots and buildings such as recreation centers and office buildings as well as street side utility boxes with the permission of the owners. As Harry Reid Airport has its own public art program, this program shall not extend to the airport.

In collaboration with Parks and Recreation staff, the Committee evaluates and choose sites by the following criteria:

- **Visibility/ Public Access:** Commissioned art shall be placed where it may be appreciated by many people.
- **Public Safety:** Sites will be evaluated for safety issues in connection with possible art placement, and all works of art shall be evaluated to ensure that they comply with all permitting requirements.
- **Cultural Significance:** A site may be chosen because of its historic role in the community and/or its significance to a particular group or neighborhood in the County.
- **Function/Uses:** Potential art must not conflict with the functions of the site at which it is placed.
- **Future Development:** Art must not be placed to conflict with possible future development.
- **Permanence:** Proposed permanent works shall be evaluated for resistance to theft, vandalism, weathering and excessive maintenance and repair costs. Temporary works, designed for a set period, may also be commissioned.
- **Media:** All media may be considered for a project. Works may be portable, permanently affixed or incorporated into the design and or function of a public space or building. These details will often be determined in advance and included in the call for artists; in other cases, artists may be asked to propose media and applications.

SECTION VI: MEETINGS

- A. Regular meetings of the Committee shall be held monthly on the second Tuesday at 3:30 p.m. at Sunset Administration, 2601 E Sunset Rd, 89120. With the exception of December and July as break months.
- B. All meetings shall be properly noticed, posted, and conducted according to the open meeting law requirements in Nevada Revised Statutes 241.
- C. Four members constitute a quorum for any action to be taken by the Committee, except amendments to these by-laws.
- D. The Chair is a voting member.
- E. The majority vote is at least one vote more than half the members present and entitled to vote, excluding abstentions, at a meeting where a quorum is present.
- F. Action items considered by the Committee will require a majority vote for passage.
- G. A two-thirds vote pursuant to Section X(B) below, is a vote of at least two-thirds of the entire membership for the board entitled to vote, excluding abstentions.
- H. Interlocking Directorates and Conflict of Interest. The members of the Committee from time to time are likely to be people of diversified interest and connected with other agencies or businesses with which, from time to time, this Committee may have dealings. In such cases, the Committee member who has a financial interest in any such agency/business shall abstain from discussing or voting on that agency's dealings with, or applications to, the Committee.
- I. No committee member shall approve or recommend any contract or award with any person related to him or her within the fourth degree of affinity or consanguinity (e.g., first cousin or great niece or nephew).
- J. No committee member shall receive Arts Plan Funding for services performed.
- K. Action on routine motions, resolutions, and recommendations requires a majority vote of a quorum of the members present, excluding abstentions.
- L. Special meetings may be called as directed by:
 - a. the Chair;
 - b. the majority vote of a quorum at a meeting;
 - c. the request of a majority of the members;
 - d. the Director of Parks and Recreation, or designee.
- M. Requested motions, resolutions, and recommendations as a result of special meetings will be put on the agenda of the next regular meeting and voted on as required under the open meeting law.

SECTION VII: AGENDA

- A. Matters to be considered by the Committee at any regular meeting must be submitted to Parks and Recreation no later than 12:00 p.m. (noon) eleven (11) working days prior to the day of the meeting. The order of business on the agenda shall be adjusted at the discretion of County Management to conform to the urgency of the subject matter. If the Committee desires to transact business out of its order, it shall be necessary to suspend the rule, which may be done by a majority vote of the members present.
- B. At least three (3) working days prior to any regular meeting, Parks and Recreation shall prepare and submit to Committee members an agenda setting forth the matters to be considered at the meeting. The

agenda submitted shall also be accompanied by copies of information as may be available such as monthly reports by venue, copies of staff reports and substantiating information and other matters to be considered at such meeting. Copies of the agenda and accompanying materials shall be posted by 9:00 a.m. three (3) working days prior to any regular meeting. Agenda shall be posted at the Sunset Parks & Recreation Admin Building, and the Clark County Parks and Recreation website. The agenda shall include the time, place, and location of the meeting.

SECTION VIII: PARLIAMENTARY AUTHORITY

- A. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Committee in all cases where applicable and not inconsistent with these rules and procedures or any special Rules of Order the Committee may adopt.
- B. In the event of a conflict, the following order of priority shall prevail: governing ordinance, Rules and Procedures, Special Rules, Robert's Rules of Order.

SECTION IX: FILING WITH COUNTY CLERK

- A. The executed, original of the bylaws must be filed with the County Clerk within 10 calendar days of adoption by the Committee.
- B. Originals of the agenda, agenda backup items, certificate of posting, and certificate of mailing are to be filed with the office of the County Clerk within 10 calendar days after the meeting date.
- C. Executed original of the meeting minutes are to be filed with the office of the County Clerk within 10 calendar days of approval.

SECTION X: AMENDMENT OF BYLAWS

- A. Proposed amendments to the bylaws must be presented to the Committee through the regular agenda process at two consecutive meetings.
- B. Proposed amendments to these by-laws shall require a two-thirds vote as defined in Section VI (G) above and the approval of the Director of Parks and Recreation.
- C. Proposed amendments to the rules and procedures must be presented to the Director of Parks and Recreation for approval.

Received,
Chair, Clark County Public Art Advisory Committee



ATTEST:



Director of Parks and Recreation and/or designee