

**BYLAWS FOR THE  
CLEAN COMMUNITY COMMITTEE  
OF  
GLOUCESTER COUNTY**

**Implemented February 1999  
Amended January 24, 2000  
Amended August 25, 2003  
Amended June 31, 2006  
Amended October 27, 2008**

**Article I NAME**

This organization shall be known as the Clean Community Committee of Gloucester County (CCC).

**Article II PURPOSE**

Section 1. **CCC** -The purpose of the CCC is to act in an advisory capacity to the Gloucester County Board of Supervisors on matters affecting the quality of the local environment and to promote litter prevention, effective beautification, waste management and recycling strategies. The CCC shall also promote efforts that increase public awareness of the impact of litter on Gloucester County and it shall sponsor and participate in Gloucester County litter removal projects.

Section 2. **AFFILIATE**-The CCC as a certified affiliate of “Keep America Beautiful”, a non-profit organization, supports the Keep America Beautiful mission of educating individuals about litter prevention and ways to reduce, reuse, recycle, and properly manage waste materials, thereby creating a healthier, safer, and more livable community environment.

Section 3. **OUTREACH**-The CCC shall conduct outreach on most of its programs as “Keep Gloucester Beautiful”

**Article III ORGANIZATION**

Section 1. **MEMBERSHIP**-The CCC shall consist of not more than 20 voting members who shall be residents of Gloucester County. All voting members shall be appointed by the Board of Supervisors for terms of two (2) years. Any member missing more than four (4) consecutive meetings without reasonable excuse shall, at the discretion of the Chairman, be dropped from membership. Five additional ex-officio members, representing Public Works, Schools, Sheriff’s Department, Waste Management, Inc. and Clean Community, shall be appointed by the Board of Supervisors.

Section 2. **COORDINATOR**-The Coordinator is the Clean Community staff person assigned by the Board of Supervisors to be its county staff liaison to the CCC.

Section 3. **OFFICERS**-The CCC officers shall include a Chairman, Vice-Chairman and Secretary (A Treasurer is not required as the CCC neither owns nor manages any assets.) The voting members of the CCC shall elect these officers each calendar year.

**Article IV DUTIES OF OFFICERS**

Section 1. **CHAIRMAN**-the Chairman and the Coordinator shall set the agenda for CCC meetings. The Chairman shall preside over all CCC meetings and shall appoint all committee chairmen, if committees are needed to conduct the activities and business of the CCC.

**Article IV DUTIES OF OFFICERS (continued)**

Section 2. **VICE-CHAIRMAN**-The Vice-Chairman shall act in the absence of the Chairman and shall serve on the executive committee. If the Chairman becomes unable to serve during his term, the Vice-Chairman shall assume his responsibilities for the unexpired term.

Section 3. **SECRETARY**-The Secretary shall take minutes and distribute the document to the members prior to the next meeting.

Section 4. Because the number of voting members of the CCC may be small, the positions of Coordinator and Secretary may be held by the same person.

**Article V COMMITTEES**

Section 1. **EXECUTIVE COMMITTEE**-The Executive Committee shall consist of the CCC officers and the Coordinator. The Executive Committee shall be responsible for the overall administration of the CCC.

**Article VI QUORUM**

Three (3) or more of the voting members in good standing shall constitute a quorum for the transaction of CCC business. Quorums for separate committees shall be as decided at their first meeting.

**Article VII MEETINGS**

The CCC shall hold regularly scheduled meetings as specified by the Chairman and voting members. These meetings shall be public and interested citizens of Gloucester County are encouraged to attend.

**Article VIII AMENDMENTS**

The bylaws of the CCC shall be reviewed every two (2) years by an appointed committee. Proposed changes shall be brought before the CCC and may be accepted by a majority of the voting members at a quorum meeting. A copy of the proposed amendments shall be provided to all voting members and the Chairman at least one week prior to the meeting at which the vote is scheduled. Amendments to these bylaws shall become effective upon such acceptance.

- February 1999 County interpretation as to when by-laws accepted
- Education and Communications committees were deleted as the committee felt they should each be a part of the existing committee. Approved by the Clean Community Committee January 24, 2000.
- Standing committees were deleted because the committee functions as a project oriented committee. Parliamentary procedures were deleted because the committee is so small that it doesn't adhere to Roberts Rules as such. Presented to Clean Community Committee August 25, 2003.
- Several procedural and administrative changes were made to better the efficiency of the CCC. Approved by the Clean Community Committee on June 31, 2006.
- Several procedural and administrative changes were made to better clarify the Bylaws and improve the efficiency of the CCC. Approved by the Clean Community Committee December 2, 2008.