

**BOARD OF SUPERVISORS
COUNTY OF NEW KENT, VIRGINIA**

R-41-15

At the regular meeting of the Board of Supervisors of the County of New Kent in the Boardroom of the County Office Building in New Kent, Virginia on the 14th day of December, 2015.

Present:	Vote:
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller	Aye
James H. Burrell	Aye

Motion was made by Mr. Evelyn, which carried 5:0, to adopt the following resolution:

**A RESOLUTION CHARTERING THE
NEW KENT COUNTY BROADBAND ADVISORY COMMITTEE**

WHEREAS, the Board of Supervisors of New Kent County (hereafter “the County”) has a need to study the feasibility of expanding Broadband Services throughout the County.

WHEREAS, the County has received a Virginia Telecommunications Planning Initiative Grant to prepare a comprehensive community based telecommunications plan.

WHEREAS, the Board of Supervisors desires to form an advisory committee to assist with the planning process.

NOW THEREFORE, the Board of Supervisors charters the New Kent County Broadband Advisory Committee.

Charter

The Committee shall be known as the “New Kent Broadband Advisory Committee” (Hereafter “Committee”)

Purpose. The Committee’s purpose is to assist the County in the planning, administration, and implementation of New Kent County’s Virginia Telecommunication Initiative Planning Grant to study the feasibility of expanding broadband service in the County.

Public Body. The Committee is a public body for the purposes of the Virginia Freedom of Information Act.

Duration. The Committee Shall exist until January 31, 2017, by which time the Board of Supervisors may renew the Committee's charter or the Committee shall cease operation in an orderly fashion by that date. The Board of Supervisors may revoke this charter at any time with a majority vote.

Membership. Each District Supervisor shall appoint one member to the Committee. In Addition, the Committee shall also consist of the following members:

- a. A Board of Supervisor member
- b. County Administrator
- c. New Kent County School Superintendent
- d. New Kent County IT Director
- e. Community Development Director
- f. New Kent County Chamber of Commerce President or designee
- g. Bridging Community Career and Technical Center Superintendent
- h. Rappahannock Community College Representative
- i. Richmond Regional Planning District Commission Representative
- j. Three (3) County Business Owners

Duties of Committee. The Committee will provide oversight and direction through the planning process including the procurement of and collaborating with consultants and contractors necessary for successful implementation of the broadband telecommunications network.

Officers. The Committee shall have three (3) officers: a Chairman, a Vice Chairman, and a Secretary. The Committee shall elect the Chairman and Vice Chairman and the Secretary of the Committee shall be the County Administrator or their designee. Each officer shall serve a one (1) year term.

Duties and Powers of Officers. The Chairman shall preside at all meetings, make committee appointments, and shall also carry out other duties as may be assigned by the Committee. The Vice Chairman shall perform any of these duties in the Chairman's absence or incapacitation. The Secretary shall keep the records of the Committee.

Meetings. Regular meetings of the Committee shall be held as needed at a time and place determined by the Committee Chairman.

Quorum. A majority of the members of the Committee shall constitute a quorum.

Voting. A decision on new business shall be made by a majority of all members. All other decisions shall be made by a majority of members present and voting. All votes shall be made by voice with the Chairman casting the last vote.

Procedure. Except as otherwise specified, proceedings of the Committee shall be governed by the most recent Robert's Rules of Order. An appeal from a ruling of the Chairman may be taken by any member and shall be determined by a majority of those members present. The Chairman shall be permitted to make motions and vote on all questions. Meetings of the Committee shall proceed in the following order: Call to order, Roll Call, Approval of Minutes, Unfinished Business, New Business, Adjournment.

Subcommittees and Working Groups. The Chairman shall appoint a chairman of all committees established by the Committee within thirty (30) days of that committee's creation. The chairman of each committee shall then appoint the members of that committee. Before becoming members, the committee chairman's appointees will need a majority vote of the Committee.

Fiscal Year. The Fiscal Year of the Broadband Advisory Committee shall run from July 1 through June 30.

Required Reports. The Committee shall present an annual report of the Committee's activities to the Board of Supervisors at the end of each fiscal year.

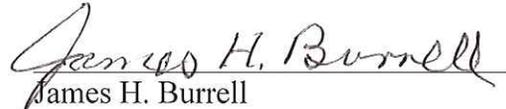
Amendments. Any amendments to the Charter shall be submitted to the Board of Supervisors for approval.

Effective Date. The Charter is effective upon passage.

Adopted the 14th day of December, 2015.



Rodney A. Hathaway
County Administrator



James H. Burrell
Chairman