

ORDINANCE NO. 2024- 03
OF THE TOWN COUNCIL OF THE TOWN OF ZIONSVILLE, INDIANA

AN ORDINANCE TO ESTABLISH A ZIONSVILLE MAYOR'S YOUTH ADVISORY COUNCIL

WHEREAS, The Town of Zionsville, Boone County, Indiana ("Town") values the education and experience of its youth; and

WHEREAS, the Zionsville Mayor and the Zionsville Town Council have determined that creating a Zionsville Mayor's Youth Advisory Council will add educational value to its high school residents.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Town Council of the Town of Zionsville, Boone County, Indiana, meeting in regular session as follows:

Section 1. Establishment. It is hereby established a Zionsville Mayor's Youth Advisory Council ("ZMYAC").

Section 2. Mission Statement. The mission of the ZMYAC is to empower the student leader of the Town of Zionsville with engaging service opportunities that aspire to benefit the entirety of the Zionsville community.

Section 3. Members. All members of the ZMYAC must be a resident of Zionsville, Indiana, and a student receiving a high school education in Indiana.

Section 4. Constitution. The Constitution for the ZMYAC is attached to this ordinance as "Exhibit 1". This Constitution serves to outline and establishes the duties within the ZMYAC.

Section 5. Bylaws. Bylaws shall be proposed by the ZMYAC. Any proposed bylaws or changes to the bylaws must be accepted by the Zionsville Mayor.

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EXHIBIT 1

Constitution of the Zionsville Mayor's Youth Advisory Council

Article 1. Organization Name.

- (A) The name of this organization shall be the Zionsville Mayor's Youth Advisory Council. This name shall not be changed unless by unanimous consent of the Executive committee and approval by the Mayor of the Town of Zionsville.
- (B) This organization will use the name or its acronym, ZMYAC, in all publicity materials and correspondence.

Article 2. Mission Statement. To empower the student leader of the Town of Zionsville with engaging service opportunities that aspire to benefit the entirety of the Zionsville community.

Article 3. Constitutional Authority.

- (A) This constitutional document specifically outlines and establishes the duties within the council. This constitutional document shall hold supremacy over the council and be used to supersede or resolve any dispute within the organization.
- (B) The establishment of bylaws will govern administrative and procedural matters (such as time and location of meetings, etc.). Bylaws shall not conflict with this constitution. Bylaws may be adopted, amended, or temporarily suspended by a majority vote present at an organization meeting where a quorum is present. All bylaw changes must be accepted by both the Zionsville Mayor and the Zionsville Town Council (by a majority vote).

Article 4. Organization Membership.

- (A) All members of the Youth Advisory Council must be a resident of Zionsville, Indiana, and a student at a high school in Indiana.
- (B) Eligibility for membership or appointed or elected student officer positions may not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The organization shall have no rules or policies that discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability.
- (C) Membership selection shall be decided upon annually and approval of the Mayor. School Counselors or School Advisors will recommend the required amount of nominated students to be a part of the organization to the Mayor, and then he/she will review all decisions.

Article 5. Executive Committee.

- (A) The Executive Committee directs the Council throughout the year. The Executive Committee works together under the leadership of the Council President to form goals, timelines, and to manage the implementation of such. The Executive Committee has ultimate executive authority over ZMYAC decisions and actions. The President should have one year prior experience on the Council.

- (B) The executive committee of the Zionsville Mayor's Youth Advisory Council shall consist of the following officers: Council President, Vice-President, Secretary, Communications Chair, and Class Representative.
- (C) All executive officers must fulfill the following criteria:
 - a. Must be enrolled in High School operating within the town limits.
 - b. Must maintain a minimum GPA of 3.0 throughout his/her tenure.
- (D) Any officer who, during the term of his/her office, ceases to be a voting member, or fails to fulfill ANY of the criteria above shall be removed from his/her office and a replacement shall be elected.

Article 6. Duties and Powers of Executive Officers.

- (A) President – it shall be the power and duty of the Council President to:
 - a. Have executive authority, tie breaker, over the ZMYAC decisions and actions.
 - b. Create the agenda for the meetings.
 - c. Lead discussion in both executive and full – council meetings.
 - d. Act as the primary representative for the organization.
 - e. Ensure that members carry out their responsibilities, and delegate work among members/ committees to keep the Council on track.
 - f. Schedule meetings, and has the authority to call for special executive and large – group meetings.
- (B) Vice President – it shall be the duty of the Council Vice-President to:
 - a. Oversee all organization activities and committees.
 - b. Assist all committee chairs.
 - c. Provide progress updates of committees to President and council.
 - d. Assume responsibilities of the President if he/she is unable to fulfill executive duties.
 - e. Ensure members are held accountable for attendance and project responsibilities.
- (C) Secretary – it shall be the duty of the secretary to:
 - a. Attend and record all meeting information.
 - b. Keep attendance of executive, large-group meetings, and all activities.
 - c. Keep archive of council meetings, initiatives, etc.
 - d. Correspond with the Communication chair in releasing meeting notes to absent members.
- (D) Communications Chair – it shall be the duty of the communications chair to:
 - a. Communicate with members about upcoming meetings, activities, etc.
 - b. Correspond with President and committee chairs about all activities.
 - c. Act as the chief liaison of communication between the organization and the public/media.
 - d. Manage all social media outlets and organization website with up-to-date information.
 - e. Chair publicity/promotions committee for all events.
- (E) Class Representative – it shall be the duty of the class representative to:
 - a. Attend executive meetings as the respective grade – level delegate.
 - b. Reflect and voice the opinions of their peers.

Article 7. Council Meetings & Attendance Policy.

- (A) Full – council meetings shall be held as scheduled of each month during the academic year (one per month).
- (B) Executive officer meetings shall be held as scheduled of each month during the academic year (one per month).
- (C) At the discretion of the President, he/she may call special meetings or change/cancel regularly scheduled meetings.
- (D) Council business cannot be conducted unless a quorum of the membership is present.
- (E) Members must be present at meetings in order to vote on any topic or idea.
- (F) All members, executive and non-executive, may not have more than three unexcused absences per year (including full-council and executive committee meetings). In the case that a member exceeds three unexcused absence, the Executive committee has the power to remove that member by a two-thirds majority and approval from the Mayor. A teacher verification form is an acceptable excuse.

Article 8. Council Advisors.

- (A) The Mayor of the Town of Zionsville shall be the chief advisor of the Zionsville Mayor's Youth Advisory Council. If needed, the Mayor of Zionsville may have others advise the council in his/her absence.
- (B) All decisions made by the Zionsville Mayor's Youth Advisory Council shall be submitted to and approved by the Mayor.
- (C) The Mayor has the power to remove anyone from the council without the executive committee's approval.

Article 9. Disciplinary Actions.

- (A) All members of the Zionsville Mayor's Youth Advisory Council are expected to uphold and adhere to the rules and regulations of their High School Student Handbook.
- (B) Members that violate the Student Handbook and Organization Policies may face disciplinary action.

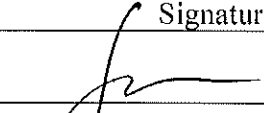
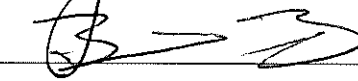
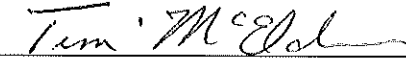
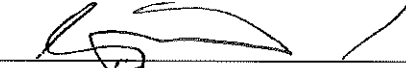
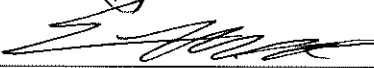
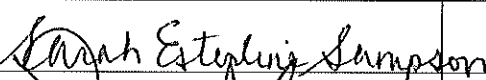
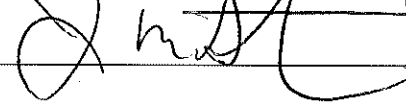
Article 10. Amendments.

- (A) Proposed amendments to this constitution shall be presented in writing to the full-council one meeting prior to the meeting where the amendment will be voted upon.
- (B) The Executive Committee shall review the amendment preceding the vote and make recommendations on all constitutional revisions prior to the consideration by the full-council.
- (C) Constitutional amendments require approval by two-thirds of voting members present at a regular meeting. The amendment shall be effective immediately unless otherwise stipulated in the amendment.

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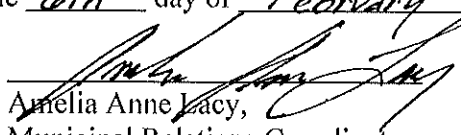
DULY PASSED AND ADOPTED this 5th day of Feb, 2024, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of 7 in favor and 0 opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**

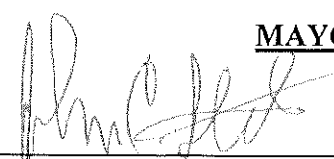
	YEA Signature	NAY Signature
Jason Plunkett, President		
Brad Burk, Vice-President		
Tim McElderry, Member		
Craig Melton, Member		
Evan Norris, Member		
Sarah Esterline Sampson, Member		
Joseph Stein, Member		

I hereby certify that the foregoing Ordinance was delivered to the Town of Zionsville Mayor John Stehr on the 6th day of February, 2024, at 1130 A.m.

ATTEST:


Amelia Anne Lacy,
Municipal Relations Coordinator

MAYOR'S APPROVAL


John Stehr, Mayor

2674
Date

This Ordinance was prepared by Heather D. Harris, Partner, Barnes & Thornburg LLP serving as Legal Counsel the Town Council, Town of Zionsville, Boone County, Indiana on January 9, 2024. No subsequent revision to this Ordinance has been reviewed by Ms. Harris for legal sufficiency or otherwise.