

ORDINANCE NO. 88-30 AC CMS

AN ORDINANCE ESTABLISHING THE OBERLIN YOUTH COUNCIL  
AND ESTABLISHING A YOUTH COUNCIL FUND

BE IT ORDAINED by the Council of the City of Oberlin, County of Lorain, State of Ohio, a majority of all members elected thereto concurring:

SECTION 1. That there is hereby established the Oberlin Youth Council which shall consist of all youths who apply for membership, are residents of the Oberlin School District and in grades seven through twelve.

SECTION 2. That the purpose of the Youth Council shall be to:

- a.) assist the Oberlin Recreation Department in certain City-sponsored events that are designed to enhance the social, civic or recreational aspects of the community;
- b.) sponsor events specifically for the youth of Oberlin; and
- c.) report on activities on a monthly basis to the Recreation Commission.

SECTION 3. That the proposed by-laws of the Youth Council, a copy being attached hereto and incorporated herein by reference, are hereby approved.

SECTION 4. That there is hereby established a separate fund account for the City of Oberlin, Ohio, to be designated "Oberlin Youth Council Fund", the monies deposited into said fund to be used only for activities directly relating to and arising out of Oberlin Youth Council activities.

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning or relating to the adoption of this ordinance were adopted in an open meeting of the Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 6. That this ordinance shall take effect at the earliest date allowed by law.

PASSED: 1st Reading- May 2, 1988  
2nd Reading- May 16, 1988  
3rd Reading- June 6, 1988 (Emergency)

ATTEST:

  
Clerk of Council

  
Chairman of Council

POSTED: June 8, 1988

Effective Date: June 6, 1988

**THE OBERLIN YOUTH COUNCIL  
BY-LAWS**

The Oberlin Youth Council shall consist of Oberlin Youth in grades 7 through 12. These youths must be interested in and/or knowledgeable of the programming needs of the school aged residents in the Oberlin Community. The primary purpose of the Oberlin Youth Council is to initiate, organize and implement programs and projects that will be of benefit to the Oberlin Community.

It shall be the specific duties of the Youth Council to: 1) assist the Oberlin Recreation Department in certain City sponsored events that are designed to enhance the social, civic or recreational aspects of the community; 2) sponsor events specifically for the youth of Oberlin; and 3) report on activities on a monthly basis to the Recreation Commission.

The Oberlin City Council will constitute the governing body of the Youth Council. All authorities of the Youth Council are derived from the Oberlin City Council. All City Council members will be recognized as Honorary members.

The Oberlin Recreation Commission will serve as the sponsoring organization of the Youth Council. Funding of the Youth Council will require a written grant request to the Recreation Commission. The Recreation Commission shall base the grant request on need and it shall not exceed \$1,000 annually. All Recreation Commission members will be recognized as Honorary members.

The Oberlin Recreation Department's staff will constitute the supervising body to the Youth Council. All Youth Council meetings shall require the presence of the Recreation Coordinator. The Recreation Coordinator shall be acknowledged as the Administrative Advisor. The Grounds Director shall approve all Youth Council expenditures.

Any and all contracts associated with the activities of the Youth Council shall be first reviewed by and executed by the City Manager. The Youth Council shall have no authority to enter into contractual arrangements on behalf of the City of Oberlin.

All monies collected during Youth Council fundraisers shall have the net proceeds split with 75% being deposited to the City's General Fund and 25% being deposited to the Youth Council Fund. In any calendar year that Youth Council fundraisers result in at least a \$1,000 deposit to the General Fund, the proceeds of all funds above \$1,000 to the General Fund shall be split with 50% being deposited to the City's General Fund and 50% being deposited to the Youth Council Fund.

Any and all monies collected by the Youth Council shall be deposited with the Oberlin City Auditor within twenty-four (24) hours of receipt. The City auditor shall issue a receipt in the name of the Youth Council acknowledging receipt of said funds. The Youth Council shall keep and maintain an accurate record of all monies received by them or received for their benefit.

All Honorary members and the Administrative Advisor shall have a voice in all matters, but no vote.

During the organizational process of forming the Youth Council, there will be an initial body composed of volunteers. For each class, grades 7 through 12, at least one member shall be a representative. Once the organization has been established, all potential Youth Council members shall submit an application for membership. Membership shall be opened to any resident of the Oberlin School District. The current members of the Youth Council shall conduct an interview with all applicants.

All members shall serve for a term of one year. Upon successful completion of one year all members are automatically eligible to renew their membership. Failure of any Youth Council member to attend a meeting of the Council for a period of three (3) consecutive meetings shall be interpreted as a resignation from membership of the Youth Council.

The Council shall meet, the second and fourth Tuesday of each month. At the first meeting and annually thereafter, the Council shall elect a President, Vice President and Treasurer from among its members. The Secretary shall be appointed within the Youth Council by the President. All elected officers, including the Secretary shall hold office for the period of one year. Any officer that resigns or is removed from office, shall be replaced immediately within the Youth Council.

The executive board of the Youth Council shall consist of the President, Vice-President, Treasurer, Secretary and, a non-voting Administrative Advisor.

Duties of the executive board include: 1) organizing meetings; 2) providing quarterly reports to the Recreation Commission; 3) establishing guidelines governing the Youth Council; 4) seeking financial assistance from the Recreation Commission; 5) prioritizing special events and activities and 6) such duties as deemed necessary by the Youth Council Organization, Oberlin Recreation Commission and the Oberlin City Council.

The Council shall keep a complete record of its proceedings. One copy of the minutes shall be filed with the Oberlin Recreation Commission and one copy with the Oberlin City Council. A simple majority of the Youth Council members in attendance shall constitute a quorum for the transaction of any business at any meeting of the Council. Meetings shall be conducted in an orderly fashion, according to Roberts Rules of Order.

To better assist with the proceedings of the Youth Council, such committees as a Fundraising, Publicity and Special Events committee shall be established. All committees shall consist of no more than five (5) members. A chairperson for each committee shall be appointed by the Youth Council President. At the decision and affirmative vote of the Youth Council members, any sub-committee may be established.

Termination of the Youth Council Organization shall require three-fourths vote of the Youth Council at two regular meetings or upon the order of the Oberlin City Council. Upon the termination of the Youth Council, all assets including funds, materials and equipment shall remain the property of the City.

Any and all amendments to these by-laws, shall be approved by the Oberlin City Council.