

CUMBERLAND COUNTY RECREATION BOARD OF TRUSTEES

The Cumberland County Recreation Board of Trustees, a standing committee formed by the Charter of Cumberland County, is created to encompass the County's recreational assets and advise the County Commissioners through an appointed board of trustees on enhancing its citizens' recreational quality-of-life opportunities across Cumberland County.

The Cumberland County Recreation Board of Trustees believe that recreation is important in individual's lives and enhances the well-being of the region. Cumberland County is fortunate to have such diverse recreational opportunities from the sea to the lakes to the mountains, providing diverse recreational opportunities.

Therefore, the Trustees recognizes and accepts its responsibility to explore, enhance and provide an infrastructure that promotes an enhanced quality of life through healthy living, while also understanding and supporting economic development in Cumberland County. With this in mind, the Trustees will advise Cumberland County on the development, operations and capital investments that provide and expand recreational opportunities to all residents and visitors of Cumberland County.

The Charge of the Trustees:

1. Plan for the present and future recreational needs for Cumberland County's residents and visitors.
2. Cooperate and coordinate with State of Maine, municipalities, corporate and private partners to provide for recreational needs in facility use, upkeep and programming.
3. Develop and seek funding for indoor and outdoor recreation facilities on community, countywide and regional levels.
4. Explore a wide range of infrastructure that will contribute to the meaningful use of leisure time.
5. Understand the importance of the County's resources as they pertain to tourism and economic development within the many cities and towns of Cumberland County.
6. Provide leadership designed to show how the use of recreation could be a major force in the enrichment of personality, creativity and physical vitality.

ENACTING CLAUSE AND RULES.

The Trustees shall develop, recommend and implement policy for such purpose. The Trustees shall operate under the authority granted pursuant to 30-A MRSA §747 of the Maine Revised Statutes, the County Charter, and in accordance to these By-laws.

CUMBERLAND COUNTY RECREATION BOARD OF TRUSTEES
BY-LAWS

ARTICLE I

Name

Section 1. The name of the County Standing Committee shall be the Cumberland County Recreation Board of Trustees. Cumberland County Recreation Board of Trustees shall operate as an Enterprise Fund Committee.

ARTICLE II

Transition

In accordance with H.P. 805, L.D. 1142 “An Act to Repeal the Laws Establishing the Cumberland County Recreation Center and To Transfer Authority to Cumberland County”, it is hereby declared that under the auspices of the County of Cumberland the Cumberland County Recreation Board of Trustees is established as an Enterprise Fund having day-to-day oversight as a Standing Committee under the Charter of County of Cumberland.

ARTICLE III

Purposes

Section 1. To acquire property, operate and promote the purposes and objectives as set forth in the Committee’s above-mentioned charge within the County of Cumberland, Maine for the enhancement of athletic, recreation and citizen’s quality of life.

ARTICLE IV

County Charter

In accordance with the 2010 Adopted County Charter, the Cumberland County Recreation Board of Trustees is a County Commissioner designated Standing Committee as defined by 3.8.3.1 of the County Charter.

3.8.3 Committees: The Board may create and abolish such committees as it deems necessary to assist in the performance of its duties, may appoint the membership necessary and may

serve as ex officio committee members. A committee shall be a Standing Committee or an Ad Hoc Committee. All committees shall have a clearly written charge and have their budgets approved by the Board. At the Annual Meeting, the Board shall review and vote to authorize each Ad Hoc Committee or by default they shall be abolished.

3.8.3.1. Standing Committees: Standing Committees are named County committees that may have an ongoing operating and capital budgets; their governance is described and referenced in the Bylaws.

ARTICLE V Board of Trustees

Section 1. The Board of Trustees shall consist of initially eight (8) members, until such time that an at-large position is vacated, then the Board of Trustees shall go down to seven (7) members. Residents of Cumberland County, who shall be appointed by Cumberland County Board of Commissioners as follows:

District 1: Scarborough, Gorham, Standish, Baldwin, Sebago & Bridgton;

District 2: Harrison, Naples, Casco, New Gloucester, Gray, Raymond, Frye Island, Windham and Falmouth;

District 3: Cumberland, North Yarmouth, Pownal, Brunswick, Harpswell, Yarmouth, Freeport, Chebeague Island and Long Island;

District 4: Cape Elizabeth, South Portland, Westbrook, & Portland 5-1

District 5: Portland, except 5-1

At-Large: Three At-Large, until such time there is vacancy and then Two At-Large.

Section 2. Trustees so appointed shall hold office as herein provided and until their respective successors are appointed and qualified.

Section 3. The Trustees of the Center shall serve as the initial members of the Cumberland County Recreation Board of Trustees established under Maine Statutes, Title 30-A, §747 until their term expires. Trustees shall be appointed for a term of three (3) years and may not serve more than three (3) consecutive terms.

Section 4. In case of a vacancy in the office of Trustee arising from death, removal from Cumberland County, Maine, or any other cause, the Cumberland County Commissioners shall appoint a new Trustee to fill the unexpired term within 90 days of the vacancy.

Section 5. No member of the Cumberland County Board of Commissioners shall serve as a voting member of the Board of Trustees. There shall be one non-voting Commissioner and the County Manager, Deputy Manager and Compliance Manager shall be non-voting liaisons to the Board of Trustees.

Section 6. The Board of Trustees shall propose and recommend policies and procedures. The Board shall develop, present and recommend the budgets. The Board shall prepare and

present an annual budget for the Arena to the County Commissioners for approval and adoptions by the Commissioners.

Section 7. The County Commissioners shall review and may adopt the budgets of the Cumberland County Recreation Board of Trustees, an enterprise fund under the oversight of the County Commissioners, and shall act as funding authority for their operations. The County Commissioners may increase, decrease or accept the overall budgets that are presented by the Board of Trustees, but the Commissioners may not otherwise alter or amend the budgets presented by the Trustees.

Section 8. A majority of the Trustees appointed shall constitute a quorum for the transaction of business and action taken by a majority of the trustees present at any meeting at which a quorum is in attendance shall be deemed to be the action of the full Board of Trustees.
(August 2021)

Section 9. The Board of Trustees may appoint such subcommittees for such purposes, as they deem expedient.

Section 10. The Board of Trustees shall compile data and information for an annual report, including a report from the annual audit. The information shall be incorporated into the County's annual report.

Section 11. Bidding Procedures:

The Trustees and Management staff shall follow the County's Procurement Policy as outlined in County Administrative Regulation #5.

ARTICLE VI Officers and Employees

Section 1. The officers of the Board of Trustees shall be a Chairman and Vice Chairman, who shall be elected annually in the month of December by the Board of Trustees from their own members as recommended by a Nominating Committee (appointed by the Chairman) who will propose a slate of officers annually in November; such officers to serve for the ensuing year and until their successors are elected and qualified. Other officers may also be designated by the Trustees.

Section 2. The duties of the Chairman shall be such as are usually imposed upon such officials or required by law and also such as maybe assigned to them respectively by the Board of Trustees, and in his/her absence, the Vice Chairman.

Section 3. The Board of Trustees may recommend to the County Manager individuals for the position of Compliance Manager, who will oversee the day-to-day contractual activities of the Arena and perform such other duties as shall be designated by the Trustees.

Section 4. The Trustees shall be sworn to the faithful performance of their duties.

ARTICLE VII
Meetings

Section 1. Regular meetings of the Board of Trustees shall be held quarterly or as the Trustees deem necessary. Special meetings of the Board of Trustees may be called by the Chairman upon request directed to him/her.

Section 2. Notice of meetings shall be communicated by the Compliance Manager or his/her designee to each Trustee and received not less than three (3) days before the date thereof.

Section 3. Executive sessions or working sessions may be held as permitted by law.

ARTICLE VIII
Authority

Section 1. The Trustees obtain their authority through the State Statute 30-A MRSA §747, the County Charter and the By-Laws here within.

ARTICLE IX
Amendments

Section 1. These By-Laws may be recommended for amendment or alteration by the Board of Trustees at any meeting, regular or special, provided that notice of the proposed change shall have been communicated by the Compliance Manager and/or designee to each Trustee, County Commissioner's designee and County Manager at least seven (7) calendar days before the date of the meeting. The Trustees shall make a recommendation on said By-Laws and seek approval from the County Commissioners. Amendments to these By-Laws and other agreements may be proposed by any member of the Board of Trustees or the County Commissioners.