

**TIDE (The Image and Design of Edisto) Committee  
By-Laws**

**Adopted: April 8, 2010  
Amended: March 8, 2012  
Amended:**

**Article 1**

**Establishment and Purpose**

- A. There shall be an Advisory Committee known as the TIDE Committee. The Advisory Committee shall be composed of seven (7) members. Members of the committee shall be appointed by the Town Council. All voting members must be residents of the Town and all shall serve without compensation. Town Council reserves the right to appoint a member emeritus from time to time that shall serve as a non-voting member.
- B. The purpose of this committee shall be to make recommendations to Town Council at its regular monthly meeting. Recommendations may be made on the development, implementation and organization of beautification projects for the town, to instill pride in the citizens and businesses of the community, to improve the appearance of the grounds and roadways, to make the Town of Edisto Beach a more enjoyable place to live and visit, and in such other areas as directed by Town Council. Recommendations shall also be made as to the various town parks, and other public areas under the control of the Town, as requested. All recommendations shall be made in compliance with policies and procedures of the Town of Edisto Beach, as well as the Bylaws of the Committee. Committee members shall each represent the citizens of Edisto Beach, its civic groups and its business community.
- C. This committee's projects will be funded from funds made available to the Committee on a case by case basis with Council's approval.

**Article 2**

**Term and Vacancies**

- A. An appointed member of the Committee shall not be on Town Council.
- B. Appointed members of the Committee must be residents of Edisto Beach.
- C. The term of office of the appointed members of the committee shall be three (3) year staggered terms, or until a successor is appointed and qualified.
- D. An appointed member may serve two consecutive full terms, if reappointed after the first full term. An appointed member is ineligible to serve more than two consecutive full three year terms without being off of the committee for one year. If no replacement for an appointed member that has served two consecutive full terms may be found, an appointed member may serve three consecutive full terms, but shall then be barred from membership for at least one full year.
- E. Vacancies occurring in the Committee shall be filled by the Town Council for the unexpired term,
- F. The Town Administrator, the Building Codes Administrator, the Utilities Director, and the chairpersons of any Committee Sub-Committees shall serve as Ex-Officio members, and shall not have voting status.

**Article 3  
Officers**

- A. At the November meeting or immediately after new appointments are made, the committee shall elect the following officers. These officers shall serve for one (1) full year, and until successors are elected and qualified.
  - 1) A Chairman
  - 2) A Vice-chairman
- B. The Vice-Chairperson shall succeed to the position of Chairperson after one year and the election of a new Vice-Chairperson,
- C. The Chairperson shall preside at all meetings of the committee, and shall have the right to vote on all matters of business transacted by the committee.
- D. The Chairperson may appoint such sub-committees as are deemed necessary by the committee.
- E. The Administrative Assistant is to assist the Chairperson with the agenda, minutes and correspondence.

#### **Article 4**

##### **Duties of the Vice-Chairperson**

The Vice-Chairperson shall perform the duties of the Chairperson whenever for any reason those duties cannot be performed by the duly elected Chairperson.

#### **Article 5**

##### **Administrative Duties**

Normal administrative duties shall be the function of the Administrative Assistant of the Town of Edisto Beach.

#### **Article 6**

##### **Meetings of the Committee**

- A. The regular monthly meeting of the committee shall be held on the Wednesday of the week prior to the week of the Town Council meeting of each month at 10:00 am. Meetings may be cancelled or rescheduled by the Chairperson of the Committee with the concurrence of a majority of the Committee members.
- B. Representatives from other organizations with similar interests, and individual citizens, may be invited as guests of the committee.
- C. Special meetings may be held whenever ordered by the Chairperson, or when requested by a majority of members of the committee, but the call of such meetings must state the object of the meeting, and no other business shall be transacted unless all members present consent hereto.
- D. All committee members shall be given timely notice of all regular meetings, as well as specially called meetings.

#### **Article 7**

##### **Attendance**

- A. Each member of the committee shall be expected to attend at least 75% of the monthly meetings over a period of a year.
- B. If, because of work requirements, educational commitments, illness, or any other hardship, a committee member is unable to attend a regular monthly meeting, it is required that the member notify the committee and request an excused absence.
- C. If any member of the committee fails to meet the requirements as stated in Article 7, it shall be deemed that the member has voluntarily resigned, and a new member may be

appointed in the manner described in Article 1.

**Article 8  
Order of Business**

1. Call to Order
2. Approval of Minutes
3. Committee Reports
4. Old Business
5. New Business
6. Adjournment

**Article 9  
Quorum**

A majority of the members of the committee shall constitute a quorum for the transaction of official business.

**Article 10  
Sub-Committees**

Sub-Committees may be established as seen fit by the Committee. The Chair of any Sub-Committee of the TIDE Committee shall be invited to all meetings of the TIDE Committee but shall not have a vote unless already appointed as a member of the parent Committee. A list of all Sub-Committees, and the members of same, shall be maintained by the Vice-Chairperson of the Committee and the Town Administrator.

**Article 11  
Amendments**

These By-laws may be amended by the Committee by majority vote at any regular monthly or specially called meeting. Amendments to these By-Laws will become final only after approval by the Town Council. Anything in these By-Laws inconsistent with, or in conflict with, the laws of the State of South Carolina, or the policies of the Town Council of the Town of Edisto Beach, is hereby rescinded and annulled.

**ADOPTED by the Mayor and Edisto Beach Town Council duly assembled this 8<sup>th</sup> day of March, 2012.**

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**Mayor Burley L. Lyons  
Town of Edisto Beach**

**ATTEST:** \_\_\_\_\_  
**Meagan Chaplin, Municipal Clerk**