

Village Manager Association of Oak Park

Guidelines for Establishing Public Policy Positions

Purpose: To allow the VMA Board of Directors to establish positions of Public Policy for the Association that are in accordance with Article I, Section 2 – Purpose and Article III, Section 6 – Stated Positions of the Association, in a consistent manner.

Board of Directors:

1. Officers and Members-At-Large of the Board of Directors may present positions of public policy at regularly scheduled or special meetings of the Board of Directors.
2. All positions of public policy should include specific language regarding the position being proposed and should be accompanied by rationale for the Association to take the position. The rationale can be either part of the position or a supplement to it.
3. Notification of any position of public policy being proposed should be given to the President in advance of a regularly scheduled or special meeting to allow for its inclusion on the next Board meeting agenda. Whenever possible, Officers and Members-At-Large of the Board of Directors should be notified in advance of a regularly scheduled or special meeting as to the language of the position.
4. At the meeting, a position should be moved by the Officer or Member-At-Large of the Board of Directors proposing the position and the President shall seek a second to the motion from another Member of the Board. If the motion is seconded, then debate on it shall occur followed by a vote of the Board. In the event that the motion is not seconded, then the motion fails and no debate shall occur on the position.

Members of the Association:

1. Members of the Association may bring issues to the Board of Directors in the form of positions of public policy in accordance with Article I, Section 2 – Purpose and Article III, Section 6 – Stated Positions of the Association at regularly scheduled or special meetings of the Board of Directors.
2. Member positions of public policy should include specific language regarding the position being proposed and should be accompanied by rationale for the Association to take the position. The rationale can be either part of the position or a supplement to it.
3. Notification of any position of public policy being proposed by Members must be given to the President in advance of a regularly scheduled or special meeting to allow for its inclusion on the next Board meeting agenda.
4. The position shall be moved on behalf of the member by the Vice President and must be seconded by a member of the Board. Debate on the motion shall occur followed by a vote of the Board.

Communications

In the event that a motion passes, whether proposed by an Officer, Member-At-Large of the Board of Directors or a Member of the Association, then the President shall direct the Vice President of Communications to develop a plan for internal and external communication of the position of the Association in accordance with the Communication Strategy of the Board of Directors.