



## Memorial Auditorium Advisory Board

### APPLICATION FOR APPOINTMENT

*Note: Your application will be copied for the City Commission and made available to the press and public.*

☐

I am a current member seeking reappointment to the Board.

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I am seeking a first term as a member of the Board.

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Business Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Are you a resident of Pittsburgh? \_\_\_\_ If yes, how long have you lived in Pittsburgh: \_\_\_\_\_

Current occupation (within last 12 months): \_\_\_\_\_

Business interest in the last 12 months: \_\_\_\_\_

Previous Committee/Commission Experience: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Professional and/or community service activities: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The Memorial Auditorium Advisory Board meets at Memorial Auditorium at 4:00 p.m. on the 2<sup>nd</sup> Wednesday of every other month. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at [tammy.nagel@pittks.org](mailto:tammy.nagel@pittks.org).

Please return your completed application on or before Noon on November 30<sup>th</sup>, 2022, to:

City of Pittsburg  
Attn: City Clerk  
PO Box 688  
Pittsburg, KS 66762

#### Sec. 2-96. - Creation.

There is hereby created a Memorial Auditorium advisory board for the City. It shall consist of seven members who shall serve without compensation. They shall be appointed by the Governing Body; four of whom shall be appointed for a term of four years, and three of whom shall be appointed for a term of two years. However, after the terms of those appointed for two years expire, all appointees to the board shall be appointed for four-year terms.

(Ord. No. G-1275, § 1, 11-14-2017)

#### Sec. 2-97. - Eligibility for reappointment.

No appointee to the board shall be eligible for reappointment after he has served two consecutive terms on the board.

(Ord. No. G-1275, § 1, 11-14-2017)

#### Sec. 2-98. - Composition.

At least five of the appointees to the board shall be residents of the City. They shall be drawn from diverse segments of the public, and shall be selected for their wisdom, broad perspective, and ability to assist the Auditorium Manager in attracting events and groups to the auditorium.

(Ord. No. G-1275, § 1, 11-14-2017)

#### Sec. 2-99. - Officers; committees.

The board at its organizational meeting and each annual meeting thereafter shall elect from its membership a chairperson, vice-chairperson, and a secretary. The chairperson, vice-chairperson and secretary shall have and perform such duties as are commonly associated with their respective titles. The board shall be further authorized to appoint and fix the membership of such number of standing and temporary committees as it may find expedient for the performance of its duties.

(Ord. No. G-1275, § 1, 11-14-2017)

#### Sec. 2-100. - Meetings.

The Memorial Auditorium advisory board shall meet at least quarterly at such time and place as shall be fixed by the board by its standing rules. Special meetings shall be called by the chairperson, vice-chairperson or upon the request of a majority of the members of the Memorial Auditorium advisory board. Such calls for special meetings shall state the purpose or purposes for such special meetings and notice shall be given at least 48 hours before the time of the meeting so called. The request shall be read and

entered into the minutes of such special meeting, and no business shall be transacted except that stated in the call for such special meeting. The board shall prepare its own agenda for all meetings and adopt Robert's Rules of Order, Newly Revised, for the conduct of its meetings.

(Ord. No. G-1275, § 1, 11-14-2017)

Sec. 2-101. - Open to public.

All meetings of the board shall be open to the public, with copies of the agenda available to all interested persons, the City Clerk, and the media at least 48 hours in advance of the meeting. It is the intent of the Governing Body for the board to encourage and promote public participation at all meetings of the board.

(Ord. No. G-1275, § 1, 11-14-2017)

Sec. 2-102. - Authority and duties of.

The authority and duties of the board are to:

- (1) Advise the Auditorium Manager of groups which might be interested in using the Memorial Auditorium;
- (2) Advise the Auditorium Manager of what additional information and data should be gathered so as to attract conventions, touring companies, and other groups to use the Memorial Auditorium;
- (3) Advise the Auditorium Manager of additional attractions or events which might increase the utilization of the Memorial Auditorium;
- (4) Assist the Auditorium Manager in promoting the use of the Memorial Auditorium; and
- (5) Direct all inquiries from persons or groups desiring to use the Memorial Auditorium to the Auditorium Manager without delay.

(Ord. No. G-1275, § 1, 11-14-2017)