

CITY OF GLADSTONE
Serving on a Board, Commission or Committee



- **MEMBERSHIP – Application and Interview Process:**

Most advisory boards, commissions and committees require meeting at least once a month during the evening, except for Community Center Advisory Board (daytime hours). Meetings are held in person and via ZOOM. Board, Commission and Committee members are requested to attend meetings in person. Some boards also require investment of time outside of the meetings. Most boards have written bylaws that address the residency requirements and should be reviewed prior to submitting an application. Interested applicants are encouraged to attend board meetings prior to interviewing to serve.

A comprehensive list of current boards, committees and commissions, as well as applications to apply for membership are available on the City's website: <https://www.ci.gladstone.or.us/community/page/community-application-forms>. After reviewing applications for qualification criteria, interviews are scheduled. City staff will call or email applicants to discuss the interview and possible appointment or other participation opportunities.

- **APPOINTMENTS**

Membership on City advisory boards, commissions, and committees are open to all interested residents subject to the qualifications determined by each individual board, commission or committee as necessary for the conduct of its business. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, or membership in any other group protected by law in accordance with applicable federal, state and local laws. Appointments are generally made by the Mayor and City Council as a whole during a regular City Council meeting. Appointees are not required to attend the meeting.

- **TERMS OF OFFICE**

The terms of appointment of most members shall, regardless of the date of appointment, expire on the last day of December of the year in which the term ends. Term lengths vary according to the bylaws of each board, and occasionally an applicant will be appointed to fulfill a vacancy created by resignation of a previous member.

Each vacancy is to be filled through appointment and reappointment following a recruitment process for the vacant position. Incumbents desiring reappointment must reapply during the recruitment process; they are not automatically reappointed.