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COMMUNITY HALL ORDINANCE

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ORDINANCE NUMBER FIFTY-FIVE A

AMENDING AND RE-ENACTING ORDINANCE NUMBER FIFTY-FIVE; CREATING A BOARD OF DIRECTORS OF MUNICIPAL RECREATION CENTERS AND PARKS; TRANSFERRING PRESENT MEMBERS OF COMMITTEE IN CHARGE OF COMMUNITY HOUSE TO MEMBERSHIP IN THE HEREIN-ESTABLISHED BOARD; DEFINING DUTIES AND OFFICIAL TERMS OF SAID MEMBERS AND PROVIDING FOR FILLING OF VACANCIES IN THE SAID BOARD; PROVIDING FOR THE HOLDING OF AN ANNUAL TOWN MEETING FOR THE SELECTION OF A MAN FOR MEMBERSHIP ON THE HEREIN-ESTABLISHED BOARD OF DIRECTORS AND FOR THE APPOINTMENT OF SUCH SELECTEE BY THE TOWN COUNCIL TO SUCH MEMBERSHIP; PROVIDING FOR THE ARRANGING AND FOR THE CONDUCT OF SUCH TOWN MEETING AND STATING WHO SHALL BE ELIGIBLE TO VOTE THEREIN; SETTING FORTH CERTAIN RULES FOR THE RENTING AND GENERAL MANAGEMENT OF THE MILLS COMMUNITY HALL AND FOR THE GOVERNMENT OF THE HEREIN-ESTABLISHED BOARD.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MILLS, WYOMING:

SECTION 1.-- AMENDING AND RE-ENACTING ORDINANCE NUMBER FIFTY-FIVE. That Ordinance Number Fifty-five shall be, and is, hereby repealed, amended and re-enacted as provided in subsequent sections of this ordinance.

SECTION 2.-- CREATING BOARD OF DIRECTORS OF MUNICIPAL RECREATION CENTERS AND PARKS, TRANSFERRING MEMBERS OF PRESENT COMMITTEE IN CHARGE OF COMMUNITY HOUSE TO MEMBERSHIP IN SAID BOARD.

That there shall be created as herein provided, a Municipal Board of Directors consisting of three men, appointed by the Town Council as hereinafter provided, whose duty it shall be to manage and control the creation, maintenance, improvement and general government of all municipally owned recreation centers and parks, now existing or hereafter established, and of all Municipal landscaping and specifically authorized to have charge of all matters and to transact all business relating to the recreation building situated upon Lots Fifteen (15) and Sixteen (16) Block Fifteen (15), located at the corner of Midwest avenue and Fourth street, within the Town of Mills, and hereafter to be known as the Mills Community Hall, subject only to such supervision and control as provided in Section 22-1421 W. R. S., for all Municipal Officers; membership of the said Board to consist of men formerly occupying places in the so-called Committee in Charge of Community House, that each member of the said Committee is hereby transferred to the herein-established Board of Directors without further qualification for the position and, unless removed from office or otherwise disqualified, shall continue his membership in the said Board for a period of time equal to the remainder of his official term within the said Committee.

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SECTION 3.-- DEFINITION OF TERMS. That for the purposes of this Ordinance, the word "Board" as employed herein, shall mean and apply to the herein-established Board of Directors of Municipal Recreation Centers and Parks, the word "Chairman" shall mean the Chairman of the said Board, the term "Second Man" shall mean the man serving the second year of his official term as a member of the said Board and the "Third Man" shall be understood to refer to the most recently appointed member, or man serving the first year of his official term as a member of the said Board and that none of the terms herein defined shall be construed, as herein employed, otherwise than as herein provided.

SECTION 4.-- ARRANGEMENTS FOR TOWN MEETING FOR SELECTION OF MAN FOR APPOINTMENT TO BOARD - ANNOUNCEMENT OF SAID MEETING.

That upon some date between the First and the Fifteenth of February in each and every calendar year, the Board shall cause to be held in the Mills Community Hall, a general Town Meeting for the purpose of selecting by popular vote, one man for appointment to the place on the Board vacated by the member thereof whose official term expires at that time. That it shall be the duty of the Board to cause to be printed, individual announcements of the said meeting and selection, naming the date thereof and the hours between which nominations are to be received, and to mail such announcements to all residents of the Town of Mills, one such announcement to each household, as nearly as the addresses of such households may be obtained by reasonable effort on the part of the Board by reference to the list of consumers as shown by the Municipal water system records or to any other list of residents conveniently available; that all such announcements shall bear the written signature of the Chairman and of one other member of the Board if possible and shall be placed in the mail not less than two (2) nor more than five (5) days before the date of the Meeting and Selection are to take place; and that all such announcements shall be worded substantially as follows:

This is to announce a general Town Meeting which is to be held in the Mills Community Hall, _____, Feb. ____, for the purpose of naming by vote, a man for appointment to a place on the Board of Directors of Municipal Recreation Centers and Parks. Nominations will be in order from ____ to ____ p.m. As a resident of the Town of Mills, you are urgently requested to attend and to VOTE.

Signatures (_____

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SECTION 5.-- NO ENTERTAINMENT TO BE HELD WITH TOWN MEETING. That upon the date of the General Town Meeting herein provided, no program of entertainment or any other activity which might influence qualified voters to remain absent from the Mills Community Hall, shall be permitted to take place therein.

SECTION 6.-- CONDUCT OF MEETING. That the Chairman of the Board shall preside at the aforesaid Town Meeting, or in the absence or inability of such Chairman, the Second Man shall preside and shall perform all of the duties and exercise the authority of the Chairman as herein provided; and in either case, all matters not herein specifically regulated shall be done in such manner as directed by the presiding officer, except that in the event of any certain point of procedure being conducted in an improper or illegal manner, an order from any member of the Board to halt such procedure shall be obeyed and if two members of the Board are agreed that some alteration in such procedure would render it more compliant with justice and propriety and with the terms of this ordinance, then in that case the said procedure shall be altered as directed by the said two dissenting members, following which the Meeting shall proceed under direction of the Chairman as before; provided that no such alteration in procedure as directed by the Chairman, shall take place without the order of two members of the Board to so alter it.

SECTION 7.-- NOMINATIONS AND VOTING. That upon the date and at or about the hour at which nominations have been announced to open, as hereinbefore provided, the persons then present in the Mills Community Hall shall be called to order by the Chairman, or other person selected as herein provided to so officiate, and the said Chairman shall then announce the purpose of the Meeting, the fact that nominations are for the following hour to be received and any other information that he deems pertinent. And upon the name of any legally qualified man being put forth by any person present and qualified to vote in the selection as hereinafter provided, and seconded by another such voter,

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SECTION 7.-- NOMINATIONS AND VOTING (Continued.)

the said Chairman shall then inquire of the man so nominated whether he will thereupon agree to qualify for the position to which he has been nominated if he is selected for the appointment thereto; and if the man so interrogated agrees to qualify, or if he has previously stated to two members of the Board, or furnished the Chairman thereof with a written statement, that he will qualify, the said Chairman shall thereupon place the name of the said nominee upon a list before him and place if possible in full view of all persons assembled; and the same procedure shall be followed in the case of all names put forth during the announced period of nomination, at, or about, the end of which time nominations shall be closed and no more names accepted.

That following the close of nominations, the voting shall proceed in the manner usual for secret but informal voting, supervised by the Chairman, and every citizen of the United States, above the age of eighteen (18) years, who has resided within the Town of Mills for a period of not less than ten (10) days previous to the date of the herein provided selection, or who has owned property within the said town, though NOT residing therein, for a period of time as aforesaid, shall be entitled to one vote and no person so qualified shall be, for any reason whatever, denied the right to vote in the herein provided selection. And that the candidate receiving the greatest number of votes shall be the man selected for the appointment to the Board of Directors as herein provided. And in the case of two person receiving the same number of votes and no other candidate receiving so many as either, then all other candidates shall be deemed eliminated from the running and a second voting shall be held, with only the tied candidates being considered and the one receiving the greatest number of votes in such second voting shall be the man selected; provided that in the case of the candidates a second time receiving the same number of votes, the matter may be decided by drawing lots in such manner as the Chairman may direct.

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SECTION 8.-- QUALIFICATION FOR BOARD MEMBERSHIP. That upon the selection of a man for appointment to the Board as hereinbefore provided, it shall be his duty to be present at the next regular meeting of the Town Council and shall inform the said Council that he is the person legally selected for appointment to membership on the Board as provided by this ordinance. And the said Council, upon receiving this information, verified if possible by the retiring Chairman of the Board, or by some other member thereof, shall thereupon appoint such selectee to the place upon the Board left vacant by the retiring Chairman, whose official term shall thereupon be deemed to have expired, and such appointment shall be for a period of approximately three (3) years, or until the expiration of the official term of the appointee in the manner herein provided. And the said appointee shall qualify for his office by taking and subscribing the oath of office as prescribed for all town officials and filing the same with the Town Clerk, and the Town Clerk is hereby authorized to administer the herein required oath.

SECTION 9.-- CHAIRMANSHIP OF THE BOARD. That upon the appointment and qualification for office of a new member of the Board as hereinbefore provided, he shall enter upon his official duties as Third Man on the Board; and the man then entering upon the second year of his official term shall become the Second Man; and the member entering upon the third year of his official term shall become the Chairman of the Board.

SECTION 10.-- BOARD TO HAVE CHARGE OF COMMUNITY BUILDING FUND, RECEIPTS, DISBURSEMENTS. That the Board shall have charge of the municipal fund known as the Community Building Fund and shall deposit the same in a depository named by the Town Council and shall have authority to receive moneys, rentals, donations and appropriations accruing to the said Fund and shall deposit all such receipts, at least once in each and every calendar month, on or about the First day thereof, in the hereifbefore designated depository. And that it shall be the duty of the Board to defray all expenses,

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SECTION 10.-- BOARD TO HAVE CHARGE OF COMMUNITY BUILDING FUND, RECEIPTS, DISBURSEMENTS
(Continued.)

current and otherwise, and all costs of general maintenance of the Mills Community Hall and/or improvements thereof and/or additions thereto and of any other projects now or hereafter placed under its control, and the said Board is hereby authorized to make disbursements from the said Community Building Fund for all such purposes; provided that all such disbursements, except those below the sum of two (\$2.00) dollars, shall be made by means of checks, such checks to be signed by the Chairman of the said Board, and that no disbursements above the sum mentioned shall be paid out of the said Fund in any other manner whatsoever. Provided further that water for regular use at any location under management and control of the Board, shall be furnished from the municipal water system, at no cost to the Board.

SECTION 11.-- MEETINGS OF BOARD, QUORUM, RECORD OF CHAIRMAN, REPORTS TO TOWN COUNCIL.

That it shall be the duty of the Board to hold regular meetings not less than once in every three months, at such place and at such time as may be agreed upon by all members and it shall be the duty of all members to attend all such meetings; provided that no such meeting shall be held in connection with any other group, nor attended by any entertainment or other activity, unless agreed upon by all members of the Board. That two members of the Board shall constitute a quorum for the transaction of general business and for the expenditure of any sum of money not exceeding twenty-five (\$25.00) dollars, or for any decision concerning improvement or alteration of any property within control of the Board and valued at less than the aforesaid sum; but no expenditure of more than twenty-five (\$25.00) dollars and no improvement or alteration of property involving materials worth more than the said amount, shall be made without unanimous agreement by the Board; and no entertainment or other activity in the Community Hall shall be sponsored by the Board except by agreement of the Chairman and at least one additional member of the Board. Provided that the Chairman shall have authority

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SECTION 11.-- MEETINGS OF BOARD, QUORUM, RECORD OF CHAIRMAN, REPORTS TO TOWN COUNCIL
(Continued.)

to make disbursements of sums not exceeding five (\$5.00) dollars without reference to other members of the Board. Provided further that the said Chairman shall keep a complete and accurate record of these and all other disbursements from the Community Building Fund and of receipts thereto, with bank statements and returned checks for verification of his entries, and that such record and its verification shall be open at any reasonable hour to examination by any member of the Board, or to any member of the Town Council or any elector of the Town of Mills. And that at the first regular meeting of the Town Council following the meeting of the Board of Directors, the Chairman of the said Board shall present his books and records to the said Council for examination and shall make a complete report to the said Council of activities of the Board and of all receipts to and disbursements from the Community Building Fund subsequent to his latest such report. And all bank statements and other matter used to verify the herein-required record shall be preserved until presented to the said Council as herein provided.

SECTION 12.-- RENTING OF COMMUNITY HALL. That any person or organization desiring the use of the Mills Community Hall, shall be required to restore the said Hall, following his, or their, occupancy, to a clean and orderly condition and shall pay for the privilege of its use, a fee established as follows:

Girl or Boy Scout organizations -----	Free,
Activities sponsored by any Mills Church -----	"
Affairs conducted for the benefit or entertainment of Mills Children below the age of twelve years --	"
All other Mills organizations -----	\$1.00
Mills residents generally -----	\$1.00
All persons and organizations outside Mills -----	\$2.00
Certain charity affairs at descretion of Chairman ---	Free;

Provided that all persons and organizations not resident within the Town of Mills, shall be required when renting the Mills Community Hall, to deposit five (\$5.00) dollars with

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SECTION 12.-- RENTING OF COMMUNITY HALL (Continued.) the Chairman or other member of the Board, as a guarantee of their compliance with this section, and that following the restoration of the said Hall to its original condition by the renter as herein required, the Chairman or other member of the Board with whom such deposit was made, shall thereupon refund the same.

SECTION 13.-- HALL NOT TO BE USED FOR AFFAIRS FROM WHICH PERSONAL PROFIT IS TAKEN - DRUNKENNESS, DISORDERLY AND LICENTIOUS CONDUCT PROHIBITED.

That all persons, organizations and other groups and associations of persons, other than social groups operating for the benefit and/or entertainment of Mills residents, are hereby prohibited from using the Mills Community Hall for any affair from which profit is taken or solicited, unless such affair is given for the benefit of a strictly charitable cause; and that the Chairman of the Board, having charge of the renting of the said Hall, is hereby prohibited from renting said Hall to any such person or organization for any such purpose; and that it shall be the duty of the Board and of each member thereof to prevent the use of the Community Hall for any disorderly or illegal purpose and to prevent and prohibit all licentiousness, drunkenness and indecent and/or immoral conduct within or upon any municipal premises within the control of the said Board.

SECTION 14.-- DAMAGE AND/OR DESTRUCTION OF PROPERTY AT COMMUNITY HALL PROHIBITED -- TOWN OF MILLS NOT RESPONSIBLE FOR PROPERTY LEFT IN HALL.

That any person destroying or in any manner damaging or defacing the Mills Community Hall or any of the furnishings thereof or appurtenances thereto, or any other property under the management and control of the Board, shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be subject to penalty as provided by ordinance (No. 59); provided that the Town of Mills shall not be responsible for loss of property left

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SECTION 14.-- DAMAGE AND/OR DESTRUCTION OF PROPERTY AT COMMUNITY HALL PROHIBITED --
TOWN OF MILLS NOT RESPONSIBLE FOR PROPERTY LEFT IN HALL.

in Community Hall, whether
the said loss be by means of theft, fire, breakage, or any other agency, unless the
said property is left in the said Hall by special arrangement with the Board; provided
further that the Board shall have authority to deny any person or organization the
right to bring into the Hall any object or contrivance which may in any manner damage
or endanger the said Hall or any fixture or furnishing thereof, and the Board is
further empowered to demand the immediate removal, or to remove, any such dangerous
or harmful object or contrivance from the Hall or the immediate vicinity thereof.

SECTION 15.-- VACANCIES IN BOARD OF DIRECTORS. That in the case of a vacancy occurring
in the membership of the Board, such vacancy shall be filled in the manner herein provided
as follows: any vacancy in the office of Chairman shall be filled by the Second Man;
any vacancy in the Second place shall be filled by the Third Man; and any vacancy in the
Third place shall be filled by a man appointed to the position by incumbent members of
the Board; provided that in the event of said incumbent Directors being unable to agree
upon an appointee, the fact shall be reported by them to the Town Council and the said
Council shall thereupon make the necessary appointment; all such appointees to qualify
for office in the same manner as that regularly directed for members of the Board and
to hold office for the remainder of the official term.

SECTION 16.-- PENALTY FOR VIOLATION. That any person violating any of the provisions
of any section of this ordinance shall be deemed guilty of a misdemeanor and, upon
conviction thereof, shall be fined in any sum not exceeding Fifty (\$50.00) dollars and
not less than Five (\$5.00) dollars, together with costs of procedure, for each and
every such offense.

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SECTION 17.-- ORDINANCE NOT TO BE INVALIDATED BY ANY PART HEREOF. That if any section, sentence, clause or phrase of this ordinance is, for any reason, declared unconstitutional or in violation of the statutes of the State of Wyoming, such decision shall not affect the remaining portion of this ordinance, which shall remain in force the same as though no deletion had been made.

SECTION 18.-- THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER TEN DAYS FROM DATE.

APPROVED AND PASSED THIS 5th DAY OF MARCH, 1947.

(Seal)

(Sign) Fred Steink

(Attest) Agnes M. Sutphin

I, Agnes M. Sutphin, Town Clerk of the town of Mills, Wyoming, do hereby certify that the foregoing is a true and correct copy of Ordinance Number Fifty-five A, entitled, "Amending and re-enacting Ordinance Number Fifty-five; creating a Board of Directors of Municipal Recreation Centers and Parks; transferring present members of Committee in Charge of Community House to membership in the herein-established Board; defining duties and official terms of said members and providing for filling of vacancies in the said Board; providing for the holding of an annual Town Meeting for the selection of a man for membership on the herein-established Board of Directors and for the appointment of such selectee by the Town Council to such membership; providing for the arranging and for the conduct of such Town Meeting and stating who shall be eligible to vote therein; setting forth certain rules for the renting and general management of the Mills Community Hall and for the government of the herein-established Board," approved and passed by the Town Council of the Town of Mills, at its regular meeting, held on the 5th day of March, 1947.

(Sign) Agnes M. Sutphin

I, regularly appointed, duly qualified and acting Town Clerk of the Town of Mills, Wyoming, do hereby certify that signed, attested, sealed and certified copies of this ordinance (No. Fifty-five A) approved and passed as certified above, were, following its passage by the Town Council, posted up in three public places within the town of Mills for a period of ten days as required by law; and that this ordinance took effect and became in force as a legal ordinance of the town of Mills, the 28th day of March, 1947.

(Sign) Agnes M. Sutphin