

- a. Established: The Participating Units hereby establish an Executive Board to be known as the Danville-Center Township Fire Territory Executive Board (“Board”). The Board shall provide for general administrative and executive decisions of the Territory subject to the budget approval, appropriation and other financial requirements provided for herein and pursuant to I.C. 36-8-19 *et. seq.*
- b. Membership on the Board will consist of five (5) voting members and one ex-officio non-voting member as follows:
 - i. Center shall select two (2) members, one of whom shall be the Township Trustee and the other shall be appointed by the Township Board and may be a member of the Township Board or an otherwise qualified resident of the Township, to act as their representatives on the Board and must reside in unincorporated Center Township unless the Trustee resides in unincorporated Center Township;
 - ii. Danville shall select two (2) members, one of whom shall be a member of their Council, and the second may be a member of the Council or may be an otherwise qualified resident of the Town to act as their representatives on the Board;
 - iii. Any participant may recall, replace, and appoint a different Board member for their unit as the need arises for any cause at all unless a specific elected official serves on the Board;
 - iv. A Fifth member of the Board shall be selected by the Administration of the Fire Department subject to review and input from the non-probationary firefighters through their union representative. This member shall be identified and qualified to serve within thirty (30) days of the organizational meeting of the Board. An ideal candidate will have education or experience in public finance, first response, construction, property insurance, or other related fields beneficial to the operation of the Territory. This selection may not be a present employee of the Department, vendor, contractor, or volunteer member of the Department. This At-Large member must reside within the Territory area and there is no limit on the number of terms this member may serve so long as he or she is duly qualified, nominated and selected by the Department. Vacancies shall be filed according to procedure for the initial appointment of the ‘At Large’ member.
 - i. The Chief of the Department shall be a non-voting *ex officio* member to provide technical advice and support to the Board;
 - ii. A quorum consists of a majority of the voting members of the Board. Notwithstanding anything herein to the contrary, all decisions of the Board require the affirmative vote of a majority of the voting members unless a unanimous vote is required herein;
 - iii. All Participating Units must designate their voting member by January 15 of each calendar year except in the year that the Territory is established,

then the voting members must be designated within thirty (30) days of the Territory being established by the Participating Unit.

c. Terms of Service and Election of Officers

- i. For appointments to the Board of unelected members, an initial two (2) year term shall be set for the member set up paragraph 8.b.iv, an initial three (3) year term shall be set for any member selected under 8.b.i provided that selection is not already a member of the Township Board, and an initial four (4) year term shall be set for any member selected under 8.b.ii for any member who is not already a member of the Town Council and all subsequent terms of unelected members shall be four (4) years after the initial term. Terms of elected Officials on the Board shall be coterminous with their elected office.
- ii. The Board will appoint, from its membership, a Chairperson, a Secretary and such other officers as it deems appropriate.
- iii. Chairperson. The Chairperson shall preside over each meeting, call meetings to order, present and conduct business according to the meeting agenda, and see to the order and decorum of all meetings.
- iv. Secretary. The Secretary shall be selected by a majority of the Board members during the first meeting of each calendar year except at the initial organizing meeting of the Territory a Secretary shall be selected at that meeting. The Secretary shall report all official meetings of the Board and shall be required to have copies of the minutes of such meetings submitted to each Member a minimum of three (3) days prior to the next scheduled meeting.
- v. If any Board member is no longer eligible to serve for their respective Participating Unit (i.e. moved out of the jurisdiction), that member shall be considered automatically resigned and the Participating Unit shall select a replacement Board member within thirty (30) days. If in the event the Department Chief position is vacant, the Acting Chief shall fill the *ex-officio* position.
- vi. If in the event any member is incapacitated or otherwise incapable to serve, the respective Participating Unit will nominate a replacement to serve.
- vii. Compensation: No member of the Board may be compensated for her/his service to the Territory unless it is determined that the compensation will not result in the service to the Territory becoming a dual lucrative position and the compensation has been approved as part of the annual budget of the Territory. Each Participating Unit may directly compensate their own representatives to the Board as part of their compensation from that Unit directly.
- viii. Each member, other than the At-Large member, shall act as liaison with the Participating Unit he/she represents, enhancing communication between the Township Board, Town Council, the Department, the community, and the Board.
- ix. If a member misses three (3) meetings in a twelve consecutive month period