Board & Committee Appointment Policy

Applying to a Board or Commission

Individuals interested in serving on a city board, commission, or committee must complete the "Application for Boards & Committees", indicating which board or committee they are applying for. The application can be obtained from the city office or on the city's website at www.cityofwhitecloud.org. Applications can be turned in to city hall or emailed to the City Clerk at clerk@cityofwhitecloud.org.

Eligibility to apply and serve on a board or commission varies based on bylaws and authorizing legislation. Several boards and commission require residency within the City of White Cloud while other positions do not require residency.

Appointment Process

When terms expire and/or upon notification of a board or board resignation, opening for the position will be advertised by the City Clerk in the local newspaper, through the City website, and/or via social media. The City Clerk will gather new applicants and forward all applicants to the Mayor and City Council. For appointments made by the Mayor with the consent of the council, the Mayor shall notify Council of his or her desired appointees and the City Council shall take a vote for confirmation.

Term of Service

Each board and commission have different terms of service based on their bylaws and authorizing legislation. Typically boards and commissions will serve 2–4-year terms.

Reappointment

All members of commissions or boards whose terms are set to expire must complete an "Application for Board or Committee" and resubmit to the City Clerk. The application will confirm the board or commission member's interest to continue or discontinue service. *Reappointments are not automatic.*

Resignation

Any board member that intends to resign must forward a letter to their board or commission chair, who will then forward that letter to the City Clerk. The resignation letter will then be forwarded to the Mayor and the City Council for acceptance. If a board or commission member resigns before their term expires, a replacement member will be appointed via the process listed above to serve the remainder of their term.