



**BOARD OF SUPERVISORS ORGANIZATIONAL MEETING
TUESDAY, JANUARY 3, 2023
6:00 PM**

[Susan M. Adams](#), County Administrator

**Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov**

CALL TO ORDER - SUSAN ADAMS, COUNTY ADMINISTRATOR

Pledge of Allegiance
Invocation - Mr. Hogan
Approval of Agenda

BOARD ORGANIZES

1. [22-2579](#) **Board Organizes**
"At the annual or organizational meeting of the Board of Supervisors, the Board shall elect from its membership a Chairman and Vice-Chairman, each of whom shall serve a term for one year expiring on December 31 of the year elected, or until their respective successors shall be elected."
 - 1) Election of Chairman (Susan Adams, County Administrator)
 - 2) Election of Vice-Chairman (Newly elected Chairman)

ORGANIZATIONAL & ADMINISTRATIVE MATTERS

2. [22-2582](#) **Set Date, Time and Location of Regular Meetings**
If it is still the Board's consensus to hold meetings on the 3rd Monday of each month, a motion is in order to set the Board meetings on the 3rd Monday of each month at 6:30 pm in the Board of Supervisors meeting room located at 171 Price Lane, Appomattox Virginia. This motion includes the exclusion of the January, February and June meetings because of State Holidays falling on the 3rd Monday. Set the meetings for January, February and June on the 3rd Tuesday at 6:30 pm. Work sessions of the Board will be held at 6:00 pm prior to the regularly scheduled Board meeting unless otherwise advertised.
STAFF RECOMMENDATION: Support the proposed schedule for meetings and/or times OR consider a different schedule since there are three (3) holidays on Monday. Example suggestion: The 3rd Tuesday or Wednesday of the month at 6:00 pm.
3. [22-2581](#) **Adopt the Rules of Order for the Governing Body**
After review and discussion, a motion is in order to adopt "Robert's Rules of Order, Newly Revised".
4. [22-2580](#) **Adopt the Board By Laws and Rules of Procedures**
After review and discussion, a motion is in order to adopt the Board By Laws and Rules of Procedures for the Appomattox County Board of Supervisors, as presented for the calendar year 2023.
Documents: [2022 Bylaws - Appvd 01-10-22-1.doc](#)
5. [22-2583](#) **Confirmation of the Clerk of the Board**

"The Clerk of the Board of Supervisors shall be the County Administrator, whose duties and responsibilities shall be those set forth in State law and as delegated and directed by the Board of Supervisors".

MOTION: A motion is in order to confirm the County Administrator, Susan Adams, as the Clerk of the Board.

CLOSED SESSION

ADJOURNMENT