



**BOARD OF SUPERVISORS
MONDAY, JANUARY 5, 2026
6:00 PM**

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

**Organizational Meeting
Board of Supervisors Meeting Room
333 Court St., Appomattox, VA 24522
www.AppomattoxCountyVA.gov**

BOARD OF SUPERVISORS

Call to Order - Susan Adams, County Administrator

Invocation - Mr. Hinkle

Pledge of Allegiance

Setting of Agenda

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 31st of the year elected, or until their respective successors shall be elected."

1. a) Election of Chairman (Susan Adams, County Administrator)
b) Election of Vice-Chairman (Newly elected Chairman)

ORGANIZATIONAL & ADMINISTRATIVE MATTERS

2. **Adopt the Rules of Order for the Governing Board**
After review and discussion, a motion is in order to adopt "Robert's Rules of Order, Newly Revised."
3. **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 2026.
4. **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."*

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

5. **Set Date, Time, and Location of Regular Meetings**
A motion is in order to set the Board meeting dates and times for the 2026 calendar year. Unless otherwise stated, the location will be in the Board of Supervisors meeting room located at 333 Court Street, Appomattox, VA.

ADJOURNMENT