

SECTION 3: MEMBERSHIP

- The Planning Commission shall be composed of seven (7) members appointed by the Village President subject to the approval of a majority vote of the members of the Village Council.
- Village Council Representative. One (1) member of the Village of Pinckney Village Council may serve as the ex officio member to the Planning Commission. Said member cannot be Chairperson, Vice-Chairperson or Secretary.
- All members, other than the ex officio member, shall be appointed for three (3) year terms. The term of the ex officio member shall expire with his/her term on the Village Council.
- A vacancy on the Planning Commission shall be filled for the remainder of the unexpired term. The Planning Commission shall notify the Zoning Administrator of any vacancies.
- Publication of the vacancy and solicitation of applications may occur as needed.

SECTION 4: OFFICERS

- Selection and Tenure. At the first regular meeting each December, the Planning Commission shall select from its membership a Chairperson, Vice-Chairperson and Secretary. Such officers shall be elected by a majority vote of the membership of the Planning Commission, and shall take office immediately following their election. All officers shall serve a term of one (1) year, or until their successors are selected and assume office. In the event that a vacancy occurs, a replacement will be elected at the next regular meeting. All officers shall be eligible for re-election for consecutive terms for the same office.
- Chairperson: The Chairperson shall preside at all meetings and shall conduct all meetings in accordance with rules adopted herein. In the absence of the Chairperson, the Vice-Chairperson shall become the presiding officer. In the absence of the Chairperson and Vice-Chairperson the Secretary shall preside over the meeting.
- Vice-Chairperson: The Vice-Chairperson shall Act in the capacity of Chairperson, with all the powers and duties found in these by-laws, in the Chairperson's absence.
- Secretary: The Secretary shall perform such duties as the Planning Commission may determine, including providing sufficient information from which to prepare the minutes of each meeting. A recording secretary may be utilized, however the Planning Commission Secretary is ultimately responsible for the state of the minutes.

SECTION 5: ATTENDANCE, REMOVALS, RESIGNATIONS, AND VACANCIES

- Appointment to the Planning Commission is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Planning Commission activities, represent the residents of the Village and the long-term interests of the Village.
- The Commission may excuse absences for cause. If a Commissioner has more than three unexcused absences for regular or special meetings of the Planning Commission in a