



Appearance Commission Meeting Agenda Item Submittal

Item To Be Considered: **Rules that Govern the Operation of the Committee**

Board Meeting Date: **April 23, 2026**

Prepared By: **Alissa Fender, MMC – Town Clerk**

Overview: A review the statutory requirements Board and committee members must follow under North Carolina General Statutes, including laws governing public bodies, open meetings, and conflicts of interest will be provided.

Under NCGS, any board or committee considered a public body must conduct meetings openly, ensuring the public has access to both the proceedings and decision-making processes. In addition to open meetings, records of these meetings, including minutes, documents, and communications related to public business (between the members), must be made available to the public as part of the state's public records laws. Furthermore, members are required to avoid conflicts of interest by recusing themselves from any discussions or votes where personal or financial interests may compromise their objectivity. These regulations are essential for ensuring transparency, accountability, and the integrity of the organization's governance.

Background Attachment(s):

1. NCGS 132-1
2. NCGS 143-318.9 – 18
3. NCGS 160D-109

Recommended Action: No action needed.

Action: _____
