

**MINUTES OF AN
ORGANIZATIONAL MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
DECEMBER 02, 2024**

The Jackson County Board of Commissioners met in an Organizational Meeting on December 02, 2024, 6:00 pm, Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Mark A. Letson, Chairman	Kevin King, County Manager
Todd Bryson, Vice Chair	John Kubis, County Attorney (Via Zoom)
Jenny Lynn Hooper, Commissioner	Angela M. Winchester, Clerk to the Board
Michael Jennings, Commissioner	
John W. Smith, Commissioner	

Chairman Letson called the meeting to order and asked everyone to move to Courtroom One for the Swearing-In Ceremony.

The Honorable Kim C. Poteet, Clerk of Superior Court, performed the swearing in ceremony of Commissioner Jenny Lynn Hooper and Commissioner Michael Jennings in Courtroom One.

The meeting moved back to the Board Room.

(1) **AGENDA**: Commissioner Smith moved to approve the Agenda. Commissioner Bryson seconded the Motion. Motion carried.

(2) **VICE CHAIR**: Chairman Letson opened the floor for discussions and nominations for Vice Chair.

Motion: *Chairman Letson moved to appoint Commissioner Bryson to continue to serve as Vice Chair of the Board of Commissioners. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

(3) **BONDS FOR SHERIFF AND REGISTER OF DEEDS**: Ms. Fox stated the amounts of the bonds had not changed.

Informational item.

(4) **RULES OF PROCEDURE**: Chairman Letson stated the Board had been using the Suggested Rules of Procedure for the Board of County Commissioners, Fourth Edition, 2017, by Trey Allen, North Carolina School of Government. Each Commissioner received suggested modifications to the rules.

General discussions were held.

Motion: *Commissioner Bryson moved to adopt the Suggested Rules of Procedure for the Board of County Commissioners, Fourth Edition, 2017, by Trey Allen, along with the Modifications to Suggested Rules of Procedure, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(5) **COMMISSIONER APPOINTMENTS - BOARDS/COMMISSIONS**: Chairman Letson presented a list of Boards and Committees the County Commissioners served on for the Board to consider and discuss.

General discussions were held.

Chairman Letson requested to table this item for further discussions at the regular meeting on December 3rd.

Motion: *Commissioner Smith moved to table this item until the December 3rd regular meeting. Commissioner Bryson seconded the motion. Motion carried by unanimous vote.*

There being no further business, Commissioner Bryson moved to adjourn the meeting. Commissioner Smith seconded the Motion. Motion carried and the meeting adjourned at 6:24 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Mark A. Letson, Chairman