



BIG STONE COUNTY MINNESOTA

Board Appointment Policy

Adoption: 10/20/2026
Approved: 10/20/2026
Next Review Date: 01/01/2028
Custodian of Policy: Administration Office

PURPOSE

To create a procedure by which the Big Stone County Board of Commissioners appoints citizens who wish to serve their community. Authority for establishment of the committees is prescribed in Minnesota Statutes or by County Board Resolution. The County Coordinator will maintain a complete list of committees and their underlying source of creation.

POLICY

Committees are established to serve a variety of functions. The fundamental purposes for utilizing committees in support of County government are:

1. To involve members of the public in the decision-making process.
2. To meet requirements of State law.
3. To ask residents to help define community standards and norms.
4. To provide technical expertise in certain areas.
5. To serve as advocates for the County.
6. To provide an independent sounding board for issues, ideas, and policy matters.

Appointment Procedures:

1. All Board Appointment vacancies shall be advertised in at least 1 (one) newspaper in the county for a minimum of two (2) weeks prior to the date of County Board appointment.
2. Citizens interested in serving on a board where the County Board appoints its members shall complete a written application form (available from County Administration) before being considered for nomination. The County Administration Office will forward a copy of the completed application to the staff person/chairperson for each committee of interest in appointment so they may get input from the Board before the County Board makes the appointment.

3. The County Board will be notified of all Board Appointment vacancies and shall make every effort to make appointments during the month for which the current appointment expires.

Unexpired Terms: the County Board intends to make appointments to fill unexpired terms, created by resignation, removal, or other causes, as expeditiously as possible.

4. The Big Stone County Board of Commissioners shall make all appointments by giving due consideration to the needs of Big Stone County in conjunction with available applications for appointment, and strive to have an appropriate mix of race, gender, and geographical location when applicable and possible.

5. New board appointees shall be oriented by the staff person/chairperson of the Board.