

11. 2014 ORGANIZATIONAL MATTERS

A. ESTABLISHMENT OF ORGANIZATIONAL MEETING DATE

§ 15.2-1416, Code of Virginia, requires each Board of Supervisors to meet at a public place in January each year to organize itself by electing a Chairman and Vice-Chairman and setting the days, times and places of regular meetings to be held during the ensuing months. The employee holiday schedule for the coming year is typically adopted at the organizational meeting as well.

With the exception of years immediately following election of the Board, organizational matters have typically been deferred until the regular January meeting on the 4th Monday. If you would prefer not to have a special meeting simply to resolve organizational matters, a motion is required to establish Monday, January 27, 2014 at 7:00 p.m. as the annual/organizational meeting. Otherwise, a motion will be required to establish the date and time for a special organizational meeting by the Board.

§ 15.2-1416. Regular meetings. — The governing body shall assemble at a public place as the governing body may prescribe, in regular session in January for counties and in July for cities and towns. Future meetings shall be held on such days as may be prescribed by resolution of the governing body but in no event shall less than six meetings be held in each fiscal year.

MOTION REQUIRED:

If the Board is so inclined, a motion is required to establish Monday, January 27, 2014 as the date for the 2014 Annual (Organizational) Meeting.

B. JANUARY HOLIDAY SCHEDULE

If the Board chooses to defer organizational matters until January 27, 2014, a motion is also required to establish and set aside three legal holidays which occur prior to the Organizational Meeting:

- Wednesday, January 1, 2014 – New Years Day;
- Friday, January 17, 2014 - Lee-Jackson Day; and
- Monday, January 20, 2014 - Martin Luther King, Jr. Day

§ 2.2-3300. Legal holidays. — It is the policy of the Commonwealth to fix and set aside certain days in the calendar year as legal holidays for the people of Virginia. In each year, the following days are designated as legal holidays:

January 1 - New Year's Day.

The Friday preceding the third Monday in January - Lee-Jackson Day to honor Robert Edward Lee (1807-1870) and Thomas Jonathan (Stonewall) Jackson (1824-1863), defenders of causes.

The third Monday in January - Martin Luther King, Jr., Day to honor Martin Luther King, Jr., (1929-1968), defender of causes.

MOTION REQUIRED:

If the Board is so inclined, a motion is required to fix and set aside these three holidays for county employees.

Also, please note that Governor McDonnell has appointed Monday, December 23 and Tuesday, December 24 as additional holidays for state employees in 2013. In accordance with your resolution of January 28, these holidays will also be granted to county employees.

Commonwealth of Virginia 2013 Pay and Holiday Calendar

January

S	M	T	W	T	F	S
		①	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 1 - New Year's Day
 January 18 - Lee-Jackson Day
 January 21 - Martin Luther King, Jr. Day
 February 18 - George Washington Day
 May 27 - Memorial Day
 July 4 - Independence Day
 September 2 - Labor Day
 October 14 - Columbus Day
 November 11 - Veterans Day
 November 27 - Close at Noon
 November 28 - Thanksgiving
 November 29 - Day After Thanksgiving
 December 23 - Offices Closed
 December 24 - Offices Closed
 December 25 - Christmas

Please note: In some agencies, the holiday and payday schedule may vary from what is shown here. If you have questions, see your agency human resources officer.

Denotes Payday

Denotes Holiday

Denotes Additional Time Off

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