

# Leon County Board of County Commissioners Installation & Reorganization Ceremony

Tuesday, November 16, 2010

3:00 p.m.

Commission Chambers

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*Commissioners seated at the dais.*

*Center of Chambers is cleared. Portable lectern with microphone are placed in the center section for swearing-in ceremony.*

1. From the dais, **Chairman Rackleff** calls the meeting to order and introduces the individual who will be delivering the opening prayer for the ceremony:

**Rabbi W. Jack Romberg**  
**Temple Israel**

2. **Chairman Rackleff** leads the Pledge of Allegiance.
3. **Chairman Rackleff** recognizes **Chief Judge Charles A. Francis** for the Installation/Swearing-in ceremony.  
*(Chairman passes gavel to Chief Judge Francis to preside over the ceremony)*

## Installation/Swearing-in Ceremony

**The Honorable Charles A. Francis presiding:**  
(from the portable lectern in the center section of the Chambers)

4. Brings greetings and welcome.
5. Recognizes other elected officials present.
6. Introduces current commissioners present:

**The Honorable Bob Rackleff, Chairman**  
**The Honorable John E. Dailey, Vice-Chairman**  
**The Honorable Bill Proctor**  
**The Honorable Jane G. Sauls**  
**The Honorable Bryan Desloge**  
**The Honorable Cliff Thael**  
**The Honorable Akin Akinyemi**

7. Recognizes outgoing Chairman, **Bob Rackleff**, to make outgoing remarks from the portable lectern.
8. Outgoing Chairman, **Bob Rackleff**, exits dais and approaches portable lectern (facing chamber audience) for outgoing remarks.
9. **Chief Judge Francis** recognizes Vice-Chairman, **John E. Dailey**, to make a presentation from the portable lectern.
10. Vice-Chairman **John E. Dailey** approaches the portable lectern for a presentation to the current Chairman, **Bob Rackleff**.
11. Outgoing Chairman, **Bob Rackleff**, takes a reserved seat at the front of chamber audience.
12. From the dais, current commissioners may take the opportunity to make remarks to the outgoing Chairman.
13. **Chief Judge Francis** re-approaches the portable lectern and recognizes County Administrator **Parwez Alam** to make remarks and present the 2010 Annual Report from the dais.
14. **Chief Judge Francis** asks **Commissioners Dailey, Proctor, and Thael** to exit dais.
15. Calls the **District 1 Commissioner** forward with witnesses and family members. Swear in. Newly sworn-in Commissioner takes seat on the dais.
16. Calls the **District 3 Commissioner, John E. Dailey**, forward with witnesses and family members. Swear in. Newly sworn-in Commissioner takes seat on the dais.
17. Calls the **District 5 Commissioner-Elect, Kristin Dozier**, forward with witnesses and family members. Swear in. Newly sworn-in Commissioner takes seat on the dais.
18. Calls the **At-Large District Commissioner** forward with witnesses and family members. Swear in. Newly sworn-in Commissioner takes seat on the dais.

**Oath:**

**“I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida; that I am duly qualified to hold office under the Constitution of the State; and that I will well and faithfully perform the duties of the Office of County Commissioner on which I am now about to enter, so help me God.”**

19. **Chief Judge Francis** recognizes **Clerk of Circuit Court Bob Inzer** for the Reorganization of the Board ceremony.  
*(Chief Judge Francis passes gavel to Clerk Inzer to preside over the ceremony)*

### **Reorganization Ceremony**

#### **The Honorable Bob Inzer presiding:**

(from the portable lectern in the center section of the Chambers)

20. **Clerk Inzer** approaches the stationary Chamber lectern (facing the dais) to conduct the election for reorganization of the Board through elections for the 2010-11 Chairman and Vice-Chairman of the Leon County Board of County Commissioners.
- **Clerk Inzer** calls for nominations for Chairman, second, and the vote.
  - **Clerk Inzer** calls for nominations for Vice-Chairman, second, and the vote.
21. From the stationary Chamber lectern, **Clerk Inzer** requests the new Chairman and his/her witness to approach, with him, the portable lectern with the Bible to assist in administering the oath of office.
22. **Clerk Inzer** administers the oath of office to the newly-elected Chairman at the portable lectern in the center section of the Chambers. He/she places his/her right hand on the Bible and repeats the following:

#### **Oath:**

**“I, (state your name), do solemnly swear (or affirm) that I will well and faithfully execute the duties of the office of Chairman of the Leon County Board of County Commissioners to the best of my ability, so help me God.”**

23. Gavel presented to new Chairman.  
*(Commissioners stand and lead applause from dais)*
24. **New Chairman from portable lectern.**
- Presents remarks.
- (Commissioners stand and lead applause from dais)*  
*(New Chairman makes his way to dais and sits in the seat former Chairman vacated.)*
25. **New Chairman from Chairman’s seat at dais.**
- Introduces individual to deliver the closing prayer and benediction.
    - **Pastor Tom Borland**, Faith Presbyterian Church

26. After the closing benediction, from seat at dais, Chairman announces the following:

- There will be a small reception in the 5<sup>th</sup> floor reception area
- Invites all to reception
- Announces the time the Regular Meeting will reconvene; the Board reconvenes at **5:30 P.M.** for the regularly scheduled meeting
- Asks for motion to adjourn for reception

Additionally, Chairman requests that the Board remain in the Chambers for their official photo.

27. Commission and Aides remain in Chambers for official photos.

Photo Session – Immediately after benediction.

- **I.** Commission standing in front of dais for formal photo.
- **II.** Commission standing in front of dais for holiday photo.
- **III.** Commission seated at dais.
- **IV.** Commission seated at dais with the Commission Aides standing behind each Commissioner.

28. Board reconvenes at **5:30 P.M.** for the regularly scheduled meeting.