

Texas Local Government Code, Chapter 318, enables county commissioners courts to appoint individuals to serve on county historical commissions (CHC). Visit the following webpage to reference a record copy of these statutes: www.statutes.capitol.texas.gov/Docs/LG/htm/LG.318.htm. In addition to these statutory criteria, the Commission offers some practical criteria below for your consideration during the appointment process.

Statutory Requirements for CHC Composition

Section 318.003, Texas Local Government Code, spells out the statutory criteria for CHC membership:

- Each CHC must be composed of at least 7 county residents; statutes do not include a maximum number of appointees.
- CHC appointees serve a two-year term, ideally beginning in January of odd-numbered years.
- CHC appointees must broadly represent the characteristics of the entire county's general population.
- CHC appointees must have an interest in historic preservation and an understanding of local history and resources.

Appointment Methodology

Statutes do not address the exact methodology for appointing CHCs. Our research shows that this process varies somewhat from county to county. Some county officials interview individuals seeking the appointment and others accept recommendations from existing CHC appointees. Whatever method your county selects, please consider the following recommendations prior to appointment. Applying statutory criteria along with our recommended criteria ensures that appointees are active, work well with others, and leave a positive impression with the public.



Lubbock CHC unveils the Willie Lusk Historical Marker

Recommended Appointee Criteria

Please appoint individuals who can contribute in a variety of ways. If possible, appoint individuals who have Internet access (home, CHC office, or public hub), can leave home to perform site visits, and will maintain a positive attitude. Appointees should be able to meet the following recommended criteria.

- Able and committed to attend full commission meetings; statutes require at least 4 meetings per year.
- Able and willing to volunteer time to plan and manage projects, programs, and events.
- Able to receive/respond to public inquiries about county historic resources in a timely manner.
- Able and willing to attend preservation education opportunities outside of their county.
- Able to provide site visits to historic properties within the county to update property inventories and provide current information on site conditions to THC staff.