## **COUNTY BOARD OFFICE**

**REVIEWED**By Chris at 10:47 am, Sep 22, 2020

## Kurt Prenzler, CPA Madison County Board Chairman

157 North Main St., Ste. 165 Edwardsville, IL 62025-1963 (618) 296-4341 coboard@co.madison.il.us

The County Board Chairman is elected at large by all of the voters in the County. The Chairman is the chief executive officer of County Government and is responsible for overseeing the daily operations of County departments and coordinating management with other Countywide Officeholders. The Board Chairman appoints the department heads who manage those County offices not under the control of a Countywide Officeholder and coordinates the overall operation of the various offices and departments.

The County Board Chairman presides over the meetings of the County Board and appoints the members of the standing and special committees established by Board resolution, with the approval of the Board. The Chairman is an ex-officio member of all Board committees.

The County Board Chairman will work with the County Administrator and County Auditor to prepare a draft County Budget for presentation to the Finance & Government Operations Committee for consideration and recommendation to the full Board.

## **County Administrator**

The County Administrator coordinates and implements the actions of the County Board, directs the day-to-day operation of County facilities, programs, and personnel and provides staff support to the County Board in policy-making. The County Administrator shall act as staff advisor to the County Board Chairperson for the overall management of all departments under the jurisdiction of the Board. The County Administrator provides administration and management oversight of County Board Departments, and coordinates county operations with Elected Office Holders.

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