

# **Rules of Order 2012-2014 Committee Minutes**

**Date:** Thursday, February 28, 2013

**Time:** 11:30 PM

**Place:** County Board Room

**Members Present:** Mary Bathurst, Mike Plunkett, Joe Gasparich, State's Attorney Betsy Wilson and County Board Chairman Roy Hertel.

**Others Present:** County Coordinator Chris Daniels

The Rules of Order Committee met and discussed the Rules of the County Board:

1. **2<sup>nd</sup> page of Rules of Order Booklet under Rule #2: Add Liaison Reports after Consent Agenda:**
2. **2<sup>nd</sup> page of Rules of Order Booklet under Rule #2: Add Public Comments after Appointments:** Any member of the public can speak to the Board on non-action items. Public Comments cards will be available to the public. The Rules will be posted on the back of the card.  
**Add Suggested Rules:** (1) Any citizen wishing to address the County Board must complete a short statement indicating their respective topic. Space for completion of the written statement is provided on the reverse of this card. (2) No speaker may debate a member of the Board. Speakers shall refrain from identifying, by name, County employees or other private citizens with personally disparaging or condemning remarks. (3) Each citizen is limited to five minutes unless extended by the Chairperson without objection, and the aggregate of Public Comments shall not exceed thirty minutes per meeting unless the time is extended by majority vote of the members present.
3. **3<sup>rd</sup> page of Rules of Order Booklet - Change Rule #20:** There shall be eight (8) standing committees. Each member shall be on at least one committee. The Chairman **of the Board** or his/her designee shall be an ex-officio member of each committee.
4. **3<sup>rd</sup> page of Rules of Order Booklet - Change Rule #27:** Any Person, persons or organizations ~~wishing to appear before the Board wanting to submit information for Board Action~~ must notify the County Clerk of such request by 4:00 PM on the day the Coordinating Committee meets prior to the next scheduled Full Board Meeting. Persons may also speak before the Board at the Invitation of the Chairman.
5. **3<sup>rd</sup> page of Rules of Order Booklet - Change Rule #28:** If a group is invited to address the Board, such group shall choose one spokesperson as their representative and that spokesperson shall be allowed to speak ~~45~~ **5 minutes.**
6. **4<sup>th</sup> page of Rules of Order Booklet – Change Rule #30:** Committee discussed having an order of succession on who would run the County Board Meetings if the Chairman or Vice Chairman were not available. **Rule # 30:** Any Vacancy in the County Board Chairmanship shall be filled by the Vice Chairperson of the County Board, who shall be appointed by the Chairperson. **The**

**Chairperson shall preside at all meetings of the County Board. In the event of the absence or temporary inability of the Chairperson to preside at a meeting, the Vice Chairperson shall act as Chairperson pro-tempore for the meeting. In the event that neither is available, the order of succession shall be the Personnel Chairperson, Finance Chairperson, Economic Development Chairperson.**

7. Committee decided to **delete** the proposed **Rule #35** - If a County Board Member misses 3 consecutive Full Board Meetings, without just cause, then that member may be prosecuted in a civil action for willful neglect in accord with 55 ILCS 5/5-1013, and may have to forfeit the sum of \$200.00.
8. **4<sup>th</sup> page of Rules of Order Booklet – Add Rule #35:** A Board Member may conference call to a committee meeting if they are unable to attend for health or work related reasons. There must be a quorum physically present at the meeting, and then the board member can participate in the Committee meeting by phone. Only members physically present at the meeting will receive per diem.

**Motion by Mike Plunkett, second by Joe Gasparich to Recommend the Amendments to the Rules of Order as Presented. All in favor, motion carried.**

Motion by Joe Gasparich, second by Mike Plunkett to adjourn the meeting.

Meeting Adjourned at 11:35 p.m.

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.