

**AGENDA**  
**CHARTER REVIEW COMMISSION**

**Wednesday, October 14, 2015**  
**8:00 a.m.**  
**Council Office Building**  
**6th Floor Conference Room**

**I. Discussion with County Council President George L. Leventhal**

If County Council President George L. Leventhal is able to join our meeting, when he arrives we will postpone whatever issues we are then discussing until after he completes speaking with us.

**II. Any preliminary matters**

**III. Motions to vote on:**

- 1. Motion:** The CRC's first priority will be to complete action as quickly as possible on the issue of filling any vacancies in the offices of County Executive and County Council Member. Other issues can be discussed and handled as the CRC sees fit, so long as the first priority issue is not delayed in any way.
- 2. Motion:** The CRC supports the following language to amend the Charter, section 205, concerning the County Executive vacancy issue. Also to similarly amend section 106 concerning vacancies in the office of County Council Member.

“If a vacancy occurs in the office of County Executive a year or more before the end of the term, a special election shall be held to fill the vacancy. If a vacancy occurs in that office later than a year before the end of the term, it will be filled by appointment of the County Council. In both cases, the council shall by law prescribe the manner and details of the election or appointment process.”

- 3. Motion:** The CRC will attempt to schedule a public hearing on its proposed language for the Charter amendment on filling County Executive and County Council vacancies with elections (when there is more than 1 year left in those terms) during January 2016, and then vote on the final CRC proposal on this issue in February 2016.
- 4. Motion:** The CRC adopts special rules of order (special rules of order are those that a group adopts to emphasize or modify Robert's Rules of Order for the particular needs of the group) as listed on the following pages

**IV. Any concluding matters**

## **Proposed Special Rules of Order for the CRC**

Robert's Rules of Order applies to MoCo and its boards, committees, and commissions. RONR is the abbreviation for the latest edition of Robert's Rules, the 11th, published in 2011 by an authorship team that includes Henry Robert III, the grandson of the original Robert who wrote the book. There is also a Maryland Association of Parliamentarians and a Maryland Lawyers Unit of the National Association of Parliamentarians that can easily supply the CRC with information about Robert's Rules, since the CRC chairperson is president of those groups.

The purpose of parliamentary rules is to make meetings run efficiently, with consideration for the rights of the majority, minority, individuals, and absentees. (See RONR at page li)

1. To be courteous to all members, anyone who wishes to speak must first raise a hand and be recognized by the chairperson. If several people raise their hands, the chairperson will keep a list and call on them in order. (See RONR, page 33)
2. Debate must be confined to the merits of the pending question. Speakers must address their remarks to the chair, maintain a courteous tone, and—especially in reference to any divergence of opinion—should avoid injecting a personal note into debate. To this end, they must never attack or make any allusion to the motives of members. (See RONR, page 43)
3. When someone is speaking it must always be to the chairperson and members of the CRC. If anyone wishes to speak to someone privately, it must be done so that no one else can hear, or taken outside the room. (See RONR, page 23)
4. Any member can make a motion. No official CRC action can be taken unless it is moved, stated by the chairperson, voted on, and the result announced by the chairperson. (See RONR, page 33, 42-57)
5. In accordance with RONR, in commissions, committees, and boards that are small (less than a dozen members) no seconds are required for motions and the chairperson can make motions just as any other member. (See RONR, pages 487-488)
6. There is no such thing as a “friendly” amendment. All amendments are treated the same, and the maker of a motion has nothing to say about whether any amendment will be accepted or not. (See RONR, page 162)
7. There is no such thing as “calling the question” and demanding that discussion end because one person said that. The way to end discussion and proceed to a vote is to be recognized first, and then make a motion to end debate and proceed to a vote. There is no discussion of this motion and it requires a 2/3 vote to be adopted. If adopted, the chairperson immediately takes a vote on the pending question. A CRC member cannot speak to a motion and conclude by moving to end debate, as that is unfair to others who may wish to speak. (See RONR, page 202)

8. All CRC votes are public. (See the Maryland Open Meetings Act, <http://www.oag.state.md.us/Opengov/Openmeetings/>)
9. There is no such thing as stating that you abstain or asking for a count of abstentions. If you abstain, you just do not vote. No one asks who abstains and no record is made of who did so. Everyone is expected to vote on each motion unless he or she has a personal conflict, which should be stated for the record. (See RONR, page 45)
10. If subcommittees by any name (for example, working groups, task forces) are formed by the CRC, they will follow the same rules as the CRC, including full compliance with the Maryland Open Meetings Act.