

Connecticut General Assembly

Copy



ADVISORY COMMISSION ON INTERGOVERNMENTAL RELATIONS

80 Washington Street
Hartford, Connecticut 06106
Phone (203) 566-1393

September 22, 1987

Mr. David B. Ogle, Executive Director
Office of Legislative Management
State Capitol
Hartford, CT. 06106

Dear Dave:

At long last the ACIR adopted the enclosed ByLaws as the basis of its operations. This was done at the Commission meeting on September 16, 1987.

I thought perhaps that it would be appropriate for us to file a copy with your office so that someone other than us has them.

If you know of anywhere else they should be filed, please let me know.

Thanks.

Sincerely yours,

David W. Russell
Executive Director

Adopted September 16, 1987

CONNECTICUT ADVISORY COMMISSION
ON INTERGOVERNMENTAL RELATIONS

ARTICLE I

Purpose and Authorization

The objectives and purposes of the Connecticut Advisory Commission on Intergovernmental Relations are those set forth in Chapter 19A Section 2-79a of the Connecticut General Statutes 1987 Revision, as amended, and those powers and duties delegated to the CACIR by the aforementioned statute.

ARTICLE II

Name

The Commission shall be known as the Connecticut Advisory Commission on Intergovernmental Relations.

ARTICLE III

Membership

The membership and terms of office shall be as specified in Chapter 19A Section 2-79a of the Connecticut General Statutes establishing the Commission.

ARTICLE IV

Officers

Section 1. Elected Officers. The elected officers of the Commission shall be a Chairman and two Vice Chairmen to be elected by the Commission and to serve until their successors are duly elected and assume office.

Section 2. Qualifications for Office. Any individual who is a member of the Commission shall be eligible for any elective office.

Section 3. Nominating Committee. Annually, during the months of October or November, the Chairman shall appoint a Nominating Committee of at least three (3) but no more than five (5) Commission members. The Nominating Committee shall submit a slate of proposed officers to the Commission at the following January Commission meeting.

Section 4. Election of Officers. At an Annual Organization Meeting to be held during the month of January, the Commission, by a majority of those present and voting, shall elect each of the officers of the Commission from the slate of officers proposed by the Nominating Committee and any additional nominations for each officer position received from Commission members at said meeting.

Section 5. Term of Office. Each elected officer shall take office immediately and shall serve for a term of one (1) year or until his successor is duly elected and assumes office.

Section 6. Vacancies and Removal. Except as provided in Article V, Sec. 2, vacancies in any elective office may be filled for the balance of the term thereof by the Commission at any regular or special meeting. The Commission, at its discretion, by a two-thirds vote of all of its members, may remove any officer from any office for cause.

ARTICLE V

Duties of Officers

Section 1. Chairman. The Chairman shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by the parliamentary usage of such office. The Chairman shall have the authority to appoint committees, call special meetings, and generally perform other duties as may be prescribed in these bylaws.

Section 2. Vice Chairmen. There shall be two Vice Chairmen. The Vice Chairmen shall work in close cooperation with the Chairman and shall perform such duties as the Commission shall assign them.

In the absence or incapacity of the Chairman, the First Vice Chairman shall be vested with all powers and perform all the duties of the office of the Chairman. In addition, the First Vice Chairman shall, in case of resignation, death or removal of the Chairman, become Chairman of the Commission for the unexpired term and shall serve in that capacity until his successor is duly elected and assumes office.

In the absence or incapacity of the First Vice Chairman, the Second Vice Chairman shall be vested with all powers and perform all duties of the office of the First Vice Chairman. In the absence or incapacity of both the Chairman and the First Vice Chairman, the Second Vice Chairman shall be vested with all the powers of and perform the duties of the office of Chairman.

ARTICLE VI

Meetings

Section 1. Regular meetings will be held at least quarterly on a schedule confirmed by the Commission at the Annual Organizational meeting in January. In the event of conflict with holidays or other events, a majority at any meeting may change the date of any meeting. Written notice of all regular meetings shall be mailed to each Commission member at least fourteen (14) days prior to the meeting.

Section 2. Special meetings may be called by the Chairman. Upon request of any seven Commission members, the Chairman shall call a special meeting. Written notice shall be mailed to all members at least ten (10) days prior to any special meeting and shall specify the purpose of such a meeting, and no other business may be considered except by unanimous consent of the entire voting membership of the Commission. Such consent may be obtained either before or after such special meeting, but until such consent is obtained, action on matters not identified in the purpose of the special meeting shall not be valid.

Section 3. A majority of the membership of the Commission shall constitute a quorum for final action on any Commission report. For other business, a quorum shall be one-third of the membership. Adoption of all motions shall require a quorum and a majority vote of the members present and voting or their properly designated alternates, as provided in subsection 5 of Article VI.

Section 4. All Commission meetings shall be open to the public when in session. Executive sessions may be held upon an affirmative vote of two-thirds of the members of the Commission present and voting, taken at a public meeting and stating the reasons for the executive session, as defined in Section 1-18a of the General Statutes.

Section 5. Commission members may designate a person to act on their behalf as an alternate by filing notice of such designation with the Chairman, including the length of time it is to be effective. Such designation shall entitle the alternate to full participation, including, except to the extent prohibited by law, voting on behalf of the Commission member.

ARTICLE VII

Employees

The Commission shall employ an executive director and such other staff as is necessary for the performance of its functions and duties (see Chapter 19A Section 2-79a of the Connecticut General Statutes).

ARTICLE VIII

Committees

Standing and special committees may be created by the Commission and members shall be appointed by the Chairman. The duties of each committee shall be prescribed by the Commission.

ARTICLE IX

Amendments

These bylaws may be amended by a two-thirds vote of the entire voting membership of the Commission, only after the proposed change has been read and discussed at a previous regular meeting, except that the bylaws may be amended at any meeting by the unanimous vote of the entire voting membership of the Commission, provided that the text of any proposed amendment shall be included in the notice of the meeting.