

BY-LAWS OF THE MARYLAND SUSTAINABLE GROWTH COMMISSION

Article I. Name, Purpose, and Membership

The name, purpose and membership of the Commission are set forth in the State Finance and Procurement Article, Title 5, Subtitle 7, of the Annotated Code of Maryland.

Article II. Officers

Section 1. In the absence of the Chairman, the Vice-Chairman shall assume the chair. In the absence of both, the Chair shall select an acting Chairman.

Section 2. The Secretary of the Commission is the Secretary of the Maryland Department of Planning. The Secretary of the Maryland Department of Planning may select staff from the Maryland Department of Planning to carry out the duties of the Secretary to the Commission.

Article III. Meetings and Hearings

Section 1. Meetings of the Commission shall be held at the call of, and at the time and place specified by the Chair. Except in the event of an emergency requiring immediate action, the Chair shall give each member at least 10 days advance notice of any meeting.

Section 2. The Chair may call an emergency meeting which may be conducted by telephone or in person. During an emergency meeting, Commissioners may vote on an issue by telephone. Any vote conducted during an emergency meeting shall be ratified during the next regularly scheduled meeting.

Section 3. A majority of Commissioners at a regular or emergency meeting constitutes a quorum.

Section 4. Robert's Rules of Order shall govern the proceedings of the meetings and hearings of the Commission except where these Rules provide otherwise.

Section 5. Unless special rules are established pursuant to Section 6 of this Article, the Chair shall conduct the public meetings of the Commission as follows:

a. Members of the public may address the Commission, at the discretion of the Chair, at a regular or special meeting after registering with the secretary either prior to or during the first half hour of the meeting.

b. Upon recognition by the Chair, the person addressing the Commission shall state their name and address or the address of the organization being represented, if any

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c. Repetitive comment on the same issue by more than two persons may be disallowed by the Chair, at the Chair's discretion.

Section 6. The Chair may hold a hearing of the Commission. The Chair may establish special rules for a hearing when the standard rules for a meeting of the Commission are found to be unsuitable in some respect because of unusual circumstances.

Section 7. The Secretary shall compile minutes of the meetings and will disseminate them to the Commissioners.

Section 8. The minutes of a regular or emergency meeting will be approved by the Commission at a subsequent regular meeting.

Article IV. Voting

Section 1. Each Commissioner or those designees of ex-officio Commissioners in §5-703(a)(1)(iii) of the State Finance and Procurement Article of the Annotated Code of Maryland shall have one vote.

Section 2. Actions of the Commission may be taken upon the affirmative vote of a simple majority of those present at a meeting duly convened.

Section. 3. There is no proxy voting.

Article V. Committees and Workgroups

Section 1. Committees and Workgroups may be appointed by the Chair at any time.

Section 2. The Chair may appoint a chair and a vice-chair of a Committee or Workgroup.

Section 3. At the discretion of the Chair, Committees and Workgroups may be composed of members who are not Commissioners.

Article VI. Duties, Functions, & Attendance

Section 1. Commissioners shall attend meetings on a regular basis.

Section 2. The Commission shall perform any other duties that may be requested by the Governor.

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Section 3. The Commission shall submit an annual report as required by §5-707 of the State Finance and Procurement Article of the Annotated Code of Maryland.

Section 4. In accordance with §8-501 of the State Government Article of the Annotated Code of Maryland, a Commissioner appointed by the Governor who does not attend at least one half (1/2) of regularly scheduled Commission meetings during any consecutive twelve (12) month period shall be considered to have resigned from the Commission. The Governor may waive the resignation. The Secretary will notify the Commissioner appointed by the Governor, in writing, when the Commissioner has been considered to have resigned.

Article VII. Compensation

Section 1. Commissioners may not receive regular compensation for service on the Commission.

Section 2. Commissioners are entitled to receive reimbursement for reasonable expenses incurred in the course of conducting Commission business, as established under State regulation.

Article VIII. Amendments to Bylaws

Section 1. The Bylaws may be amended by a two thirds (2/3) vote of the full appointed membership of the Commission except that they may not be amended in any way that would render them inconsistent with State Finance and Procurement Article, Title 5, Subtitle 7, of the Annotated Code of Maryland.

Section 2. An amendment to the Bylaws may be adopted only during regularly scheduled meetings. No amendment may be adopted during emergency meetings.

Section 3. Amendments to Bylaws must be mailed at least 2 weeks prior to the next regularly scheduled meeting when they will be voted on.

Section 4. Should any provision of these Bylaws not conform to any existing or new federal or State Law, Executive Order, or Judicial Decree, the Commission shall make all necessary amendments so as to be in conformity.

Adopted: December 13, 2010