

Rules of the Charter Commission

I. Quorum & Vote

- A. Six (6) members of the Charter Commission shall constitute a quorum.
- B. An affirmative vote of [eight (8)] six (6) members shall be required to act on any proposed amendment to the Maui County Charter.

II. Committees of the Charter Commission

- A. **Legislative and Executive Branch (A)**
 - 1. Articles 1-7
 - 2. Shall consist of five (5) or more members
- B. **County Departments (B)**
 - 1. Article 8
 - 2. Shall consist of five (5) or more members
- C. **Finance and General Provisions (C)**
 - 1. Articles 9-15
 - 2. Shall consist of five (5) or more members
- D. **Three members of each committee shall constitute a quorum.**
- E. **All committees are subject to the meeting and notice requirements set forth in Chapter 92, Hawaii Revised Statutes.**
- [E.] E. **An affirmative vote of these members shall be required to act on any proposed Charter amendment.**
- [F.] G. **Charter Amendment**
 - 1. Committee reports shall be signed by at least three (3) members of the committee. Members of the committee who do not concur with the committee shall sign the report by writing "I do not concur." Members may also sign "I do not concur" on individual items of a committee report.

Rules of the Charter Commission

Page 2

III. Voting

- A. No member shall, on any account, refrain from voting unless excused by the Commission.
- B. Once the chairperson calls for a vote, no one shall be permitted to explain his/her vote.
- C. Once the chairperson announces the result of the vote, no one shall be allowed to change his/her vote.

IV. Commission Final Report

- A. The affirmative vote of eight (8) members shall be required to act on the amendments of the Final Commission report.
- [A.] B. Final Commission report on the proposed amendments to the Maui County Charter shall be signed by at least eight (8) members.
- [B.] C. Members of the Commission who do not concur with the final report shall sign "I do not concur." Members may also sign "I do not concur" on individual items of the final report.

V. Officers and Their Duties

- A. The Chairperson shall be the presiding officer of the Commission. In the absence or disability of the Chairperson, the Vice-Chairperson shall act as the presiding officer.
- B. It shall be the duty of the Chairperson:
 - 1. To open all meetings of the Commission at the appointed hour by taking the chair and calling the Commission to order.
 - 2. To call for the approval of the minutes of previous meetings when a quorum is present.
 - 3. To maintain order and proper decorum.

Rules of the Charter Commission

Page 3

V. Officers and Their Duties

B. It shall be the duty of the Chairperson: (Continued)

4. To receive all communications and present them to the the Commission.
5. To appoint all committees and committee chairpersons.
6. To announce the results of any matter voted on by the Commission.
7. To reasonably administer the receipt of oral and written testimony on the Commission agenda items.

VI. Rules of Procedure

- A. The rules of parliamentary practice set forth in Roberts Rules of Order, newly revised, shall govern Commission and committee meetings in all cases in which they are not inconsistent with law, or the rules of the Commission and its committees.

Revised 6/4/92

Rules of the Charter Commission

I. Quorum & Vote

- A. Six (6) members of the Charter Commission shall constitute a quorum.**
- B. An affirmative vote of six (6) members shall be required to act on any proposed amendment to the Maui County Charter.**

II. Committees of the Charter Commission

- A. Legislative and Executive Branch (A)**
 - 1. Articles 1-7
 - 2. Shall consist of five (5) or more members
- B. County Departments (B)**
 - 1. Article 8
 - 2. Shall consist of five (5) or more members
- C. Finance and General Provisions (C)**
 - 1. Articles 9-15
 - 2. Shall consist of five (5) or more members
- D. Three members of each committee shall constitute a quorum.**
- E. All committees are subject to the meeting and notice requirements set forth in Chapter 92, Hawaii Revised Statutes.**
- F. An affirmative vote of these members shall be required to act on any proposed Charter amendment.**
- G. Charter Amendment**
 - 1. Committee reports shall be signed by at least three (3) members of the committee. Members of the committee who do not concur with the committee shall sign the report by writing "I do not concur." Members may also sign "I do not concur" on individual items of a committee report.

Rules of the Charter Commission

Page 2

III. Voting

- A. No member shall, on any account, refrain from voting unless excused by the Commission.
- B. Once the chairperson calls for a vote, no one shall be permitted to explain his/her vote.
- C. Once the chairperson announces the result of the vote, no one shall be allowed to change his/her vote.

IV. Commission Final Report

- A. The affirmative vote of eight (8) members shall be required to act on the amendments to the Charter of the Final Commission report.
- B. Final Commission report on the proposed amendments to the Maui County Charter shall be signed by at least eight (8) members.
- C. Members of the Commission who do not concur with the final report shall sign "I do not concur." Members may also sign "I do not concur" on individual items of the final report.

V. Officers and Their Duties

- A. The Chairperson shall be the presiding officer of the Commission. In the absence or disability of the Chairperson, the Vice-Chairperson shall act as the presiding officer.
- B. It shall be the duty of the Chairperson:
 - 1. To open all meetings of the Commission at the appointed hour by taking the chair and calling the Commission to order.
 - 2. To call for the approval of the minutes of previous meetings when a quorum is present.
 - 3. To maintain order and proper decorum.

Rules of the Charter Commission

Page 3

V. Officers and Their Duties

B. It shall be the duty of the Chairperson: (Continued)

4. To receive all communications and present them to the the Commission.
5. To appoint all committees and committee chairpersons.
6. To announce the results of any matter voted on by the Commission.
7. To reasonably administer the receipt of oral and written testimony on the Commission agenda items.

VI. Rules of Procedure

- A. The rules of parliamentary practice set forth in Roberts Rules of Order, newly revised, shall govern Commission and committee meetings in all cases in which they are not inconsistent with law, or the rules of the Commission and its committees.

Revised 6/4/92

ADOPTED 6/4/92