



MID-COUNTY CITIZENS ADVISORY BOARD

Isiah Leggett
County Executive

Luisa Montero-Diaz
Mid-County RSC Director

March 18, 2016

County Attorney Marc P. Hansen
Office of the County Attorney
101 Monroe Street
Rockville, MD 20850

Dear Mr. Hanson:

The Mid-County Citizens Advisory Board (MCCAB) wishes to revise its Operating Procedures to correct a problem it has in achieving a quorum for meetings when the number of appointed members falls below 15. Our Operating Procedures currently mandate that:

“A total of 15 members are appointed by the County Executive and confirmed by the County Council for a term of three years and are considered voting members.” (page 2)

“A quorum consists of nine (9) members is needed to conduct business.” (page 1)

Since there are times when vacancies exist on our Board – we currently have 3 -- bringing our total voting members to 12, we propose to change our quorum wording to the following:

“A quorum consisting of a simple majority of current voting members is needed to conduct business.”

Please let us know if the MCCAB has the authority to make this change to its own Operating Procedures to address the problem. In our present configuration, this would require seven (7) members to conduct business and would change according to the number appointed and confirmed to serve.

Thank you for your consideration of this proposal to improve our ability to function when vacancies affect our board.

Respectfully,


Gregory F. Intoccia, Chair
The Mid-County Citizens Advisory Board