

RESOLUTION NO. 100

RESOLUTION OF THE TOWN OF SEWALL'S POINT, FLORIDA,
IN REGARD THE ADOPTION OF RULES FOR SPECIAL AND
REGULAR MEETINGS OF THE TOWN OF SEWALL'S POINT
AND RULES REGARD ABSENCE OF COMMISSIONERS FROM
MEETINGS.

WHEREAS, the Town Commission of the Town of Sewall's Point,
has deemed it advisable to adopt Rules for Special and Regular Meetings
of the Town Commission and Rules regard absence of Commissioners from
meetings, and

WHEREAS, the Rules are set out in full in Schedule attached to
this Resolution, and

WHEREAS, it appears that it would be for the best interest of the
Town to adopt these Rules and

NOW BE IT THEREFORE RESOLVED BY THE TOWN
COMMISSION OF THE TOWN OF SEWALL'S POINT,
FLORIDA:

1. That the Rules, copy of which are attached to this Resolution,
be, and the same are hereby adopted as Rules governing Regular and Special
Meetings and as Rules governing the absence of Commissioners from meetings,
just as if they were set out in full herein.

PASSED AND ADOPTED this 14 day of February, 1973.

TOWN OF SEWALL'S POINT

BY Harry M. Lison
As Mayor-Commissioner

Clay T. Lambeth, Jr.
As Commissioner

Bev. [Signature]
As Commissioner

William H. Cobb
As Commissioner

As Commissioner

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RULES FOR SPECIAL AND REGULAR MEETINGS OF THE TOWN
OF SEWALL'S POINT AND RULES RE ABSENCE OF COMMISSIONERS
FROM MEETINGS.

1. The regular meetings shall be held as prescribed by Ordinance.
2. The majority of the members of the Commission must be necessary to constitute a quorum for the transaction of business.
3. A smaller number may adjourn from time to time.
4. Absence by a Commissioner from 3 consecutive regular meetings of the Town Commission shall operate to vacate the seat of the member unless the absence is excused by the Town Commission by Resolution setting forth the fact of the excuse and duly entered in the minutes of the Town meetings.
5. A special meeting of the Town Commission may be called by any Commissioner (See Section 4 of Article I of Town Charter).
6. A special meeting may be called upon giving 12 hours written notice to each member, served personally by the Chief of Police, Town Clerk, Town Manager or other designated persons, or by leaving the Notice of the Special Meeting at the usual place of residence of the Commissioner. Notice of Special Meetings shall also be posted at the town hall.
7. A special meeting without notice can be held when all members are present throughout the meeting. No notice of such meeting being necessary.
8. All such regular meetings or special meetings are declared to be public meetings open to the public at all times.
9. No regulation or formal action shall be considered binding except made at a regular or special meeting opened to the public.
10. Minutes of any special or regular meeting of the Commission shall be promptly recorded by the Town Clerk and the minute books and the records of all meetings, special and general shall be opened for the public inspection.
11. Members of the Commission may waive the service of the notice by agreeing in writing as to the waiver of such notice and consenting to the holding of the meeting without such notice.
12. The Town Clerk and Town Attorney shall be present at all regular and special meetings.