

RECEIVED

MAY 2 1986

METROPOLITAN
CLERK

BYLAWS

OF THE

CHARTER REVISION COMMISSION

BE IT REMEMBERED, that the Charter Revision Commission (Commission), an agency of The Metropolitan Government of Nashville and Davidson County (Metropolitan Government) authorized by the Metropolitan Charter, Section 19.03 and created, existing and provided for by Metropolitan County Council Ordinance No. 65-447 as codified in the Metropolitan Code of Laws, Sections 2-1-79 through 2-1-88, at a meeting duly held and properly assembled, did declare the following to be its Bylaws, a certified copy of which is on file in the Office of the Metropolitan Clerk, to-wit:

ARTICLE ONE

MEMBERS

Section 1: The Commission shall consist of seven members appointed by the Metropolitan County Mayor and confirmed by a majority of the whole membership of the Metropolitan County Council.

Section 2: No member shall hold another public office or public position of employment.

Section 3: Each member shall have been a resident of the Metropolitan Government or have his/her principal place of business or employment therein for not less than one year prior to his/her appointment and shall continue to be so eligible while serving as a member.

Section 4: Each member shall serve for a term of four years without compensation. Any vacancy occurring during the term of a member shall be filled for the unexpired term as provided above.

ARTICLE TWO

OFFICERS

Section 1: The Commission shall elect one of its members as chairman and another as vice chairman, who shall serve for a period of one year or until their respective successors shall have been chosen. The Commission may also elect one of its members to be secretary or it may appoint one who is not a member to be secretary.

Section 2: No member shall hold more than one office at a time.

Section 3: The chairman shall preside over all regular and special meetings of the Commission. In the absence of the chairman, the vice chairman shall preside over such meetings.

Section 4: The secretary shall be responsible for the preparation of all notices and minutes of the meetings of the Commission. The secretary shall have such other duties as may be assigned to her/him by the chairman and/or the Commission.

ARTICLE THREE

MEETINGS

Section 1: The Commission shall hold regular meetings at least quarterly for the conducting of its business and may hold more frequent regular meetings.

Section 2: The Commission may hold special meetings on the call of the chairman or vice chairman whenever it is deemed necessary. Business conducted at any special meeting shall be limited to that contained in the call.

Section 3: All meetings shall be open to the public and held in a suitable place in one of the buildings owned by the Metropolitan Government.

Section 4: A majority of the members shall constitute a quorum for the purpose of meetings and transacting business.

Section 5: Except as otherwise provided herein, the rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Commission in all cases to which they are applicable. The Commission, by two-thirds vote of its members present, may suspend any such rule.

ARTICLE FOUR

Functions, Powers and Duties

Section 1: The Commission shall receive and study recommendations relating to proposed amendments to the Metropolitan Charter.

Section 2: The Commission shall hold public hearings with respect to amendments to the Metropolitan Charter.

Section 3: The Commission shall make recommendations to the Metropolitan County Council concerning amendments to the Metropolitan Charter and report periodically to the Metropolitan County Council on its activities.

Section 4: The Commission shall have the power granted by the Metropolitan charter, Section 18.10 to compel the attendance of witnesses and the production of books, papers and records pertinent to the hearings and to administer oaths to witnesses. If any person fails or refuses to obey a reasonable order for attendance or for the production of books and papers, the Commission is authorized to apply to the Chancery Court for an order requiring that the order of the Commission be obeyed.

Section 5: The Commission is authorized to employ such personnel as may be necessary to perform its functions and as may be within the limits of its budget appropriations.

Section 6: The Commission is authorized to create such sub-committees as it deems necessary from time to time. The chairman shall make all appointments to the various sub-committees of the Commission.

ARTICLE FIVE

Amendments

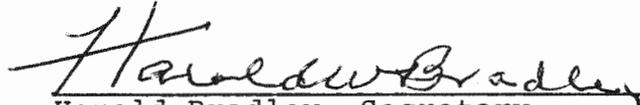
These Bylaws can be amended at any regular meeting of the Commission by a two-thirds vote, provided the amendment has been submitted in writing at the previous regular meeting.

CERTIFICATION

I, Cecil D. Branstetter, Chairman of the Charter Revision Commission, do certify the above to be the present Bylaws of the Charter Revision Commission as of the *1st* day of *April*, 1986.


Cecil D. Branstetter, Chairman

ATTEST:


Harold Bradley, Secretary

CHARTER REVISION COMMISSION

POLICY FOR POSTING ELECTRONIC PUBLIC MEETING AGENDAS AND MINUTES

Effective Date: Adopted May 10, 2018

1. Purpose

To establish policy and procedure for promptly and publically posting meeting agendas and approved meeting minutes on Nashville.gov in a searchable format to comply with Metropolitan Code of Laws section 2.68.020 as passed pursuant to Ordinance No. BL2017-612.

2. Procedures

- A. All agendas and meeting minutes posted to the Charter Revision Commission's webpage on Nashville.gov will be in PDF format, generated either directly from a word-processing program, or by having an optical character recognition (OCR) run on a printed and scanned document.
- B. All agendas and meeting minutes will be posted to the Charter Revision Commission's webpage at <http://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/55/Charter-Revision-Commission.aspx> by either the Metropolitan Clerk's Office or the Metropolitan Government's Information Technology Services Department (ITS).
- C. The Charter Revision Commission's meeting agendas will be posted on the Commission's webpage at least five (5) business days before a scheduled meeting, or as soon as possible in emergency cases.
- D. Approved meeting minutes will be posted on the Charter Revision Commission's webpage on the business day following approval of the minutes, which approval shall take place at the subsequent Commission meeting. Please note this Commission meets as needed, and there may be a lengthy period of time prior to the posting of minutes for a previous meeting.