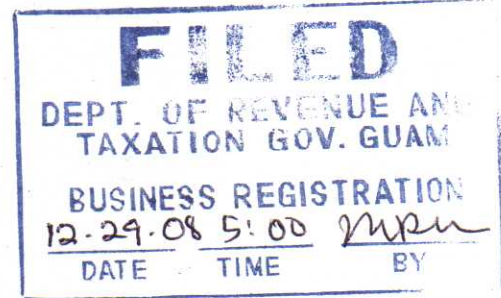




Mayors' Council of Guam

Konsehelon Mahot Guåhan



MAYORS' COUNCIL OF GUAM CONSTITUTION AND BY-LAWS

ARTICLE I – NAME

- Section 1.** The name of the organization shall be "*Mayors' Council of Guam*" and shall be non-profit, non-partisan and non-sectarian.
- Section 2.** The physical address of the organization shall be "*215A Chalan Santo Papa Road, Suite 111F, Hagåtña, Guam 96910.*"

ARTICLE II – OBJECTIVES

- Section 1.** The objectives of the Council are as follows:
- a. To provide a forum for collective deliberation, among its members, for the purpose of arriving at constructive recommendations to improve government services relative to the needs of the community.
 - b. To provide a medium for mutual advice and assistance among the members in the performance of their functions and duties as members of the Mayors' Council of Guam.
 - c. To act as the communication link between the Council and the three branches of Government, the Military Communities and other Federal Agencies when coordinating and/or transacting official business and/or in the deliberation of common issues.

ARTICLE III – MEMBERSHIP

- Section 1.** All Mayors and Vice Mayors shall be eligible to become members of the Council.
- Section 2.** Membership dues shall be fifteen dollars (\$15.00) per pay period with an initiation fee of fifty dollars (\$50.00) for all new members.

ARTICLE IV – OFFICERS



Ancient Latte Stones

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Section 1. Consistent with the law, the Council shall elect Officers who shall serve one (1) year. Their duties and responsibilities shall be:

a. **President**

The President shall preside at all meetings, be the official representative of the Council and shall perform such other duties as the Council may from time to time determine. In the absence of the President, the Vice President, shall perform the President's duties. The President shall be a member of all committees of the Council.

b. **Vice President**

The Vice President shall, under the direction of the President develop and administer programs, subject to the direction and/or approval of the Council. The Vice President shall have such other powers and shall perform such other duties as the President or the Council may, from time to time, assign.

c. **Secretary**

The Secretary shall cause to be recorded all the proceedings of the meetings and shall perform all duties incident to the office of the Secretary and such other duties as may, from time to time, be assigned by the President or the Council.

d. **Treasurer**

The Treasurer shall be the *Financial Officer* of the Council, and shall be responsible for the receipt, custody and disbursement of funds and the financial records of the Council. He/she shall have charge of the expenditure and/or investment of Council funds, subject to the direction and approval of the Council. The Treasurer shall give such bond for the faithful discharge of such duties as the council may require. In general, the Treasurer shall perform all duties incident to the office of the Treasurer and the President or the Council may, from time to time, assign such other duties.

e. **Sergeant-At-Arms**

The Sergeant-At-Arms is charged with the responsibility of maintaining order and proper decorum during Council meetings. He/she shall be responsible for causing the distribution, to all Council members, of documents pertinent to the deliberation of Council business and such other duties as may, from time to time, be assigned by the President or the Council.

ARTICLE V - MEETING

- Section 1.** The Council shall meet on a regular basis on the first Wednesday of the month, or an alternate date, as agreed by a simple majority of the Council members.
- Section 2.** The President, on special or urgent matters, may call special meetings.
- Section 3.** A quorum of the Mayors' Council, as stipulated by Law, shall consist of sixty percent (60%) of the membership and no action by the Council shall be effective, unless adopted by a simple majority of the members present in a meeting where a quorum has been officially established.

ARTICLE VI - DUTIES OF COMMITTEES

- Section 1.** An Executive Committee comprised of such Officers established by Law, shall be elected annually and serve a term of one (1) year. Any vacancy occurring shall be filled by special election. The immediate past President who remains an incumbent Mayor/Vice Mayor, is automatically a member of the Executive Committee. The Executive Committee of the Council shall be the governing body and its decisions between meetings shall remain in force until ratified, amended and approved or rescinded. It shall be the responsibility of the executive committee to establish the agenda and dictate the diplomatic conduct of all Council meetings.
- Section 2.** The Legislative and Finance Committee shall make an extensive survey of the financial needs and policies, examine the records and accounts of the Council and audit the Treasury when directed. Further, the committee shall study and propose legislation, which affect the Council and the people of Guam to the Governor and the Legislature. The Council decides on issues for presentation.
- Section 3.** The President shall appoint standing and special committees as needed. The President may also appoint Adhoc Committees as deemed necessary for special programs or projects.

ARTICLE VII- BOARDS AND COMMISSIONS

- Section 1.** Where Law or Executive order requires Council representation, nominations/appointments shall be made by the Council President and ratified by the Council as a body. Ratification shall be by a simple majority vote of the members present at a meeting where a quorum has been officially established.
- Section 2.** Unless otherwise specified by law or Executive Order, all appointments to Boards and Commissions shall be for a period of two (2) years. A

