

# MAINE STATE LEGISLATURE

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Lynn Randall  
Legislative Council Info.

MAINE STATE LEGISLATURE  
Augusta, Maine 04333

## LEGISLATIVE COUNCIL

### MEETING SUMMARY

December 14, 1994

Approved December 29, 1994

### CALL TO ORDER

The First meeting of the 117th Legislative Council was called to order by Senate President Jeffrey H. Butland at 3:53 p.m. in the Council Chamber.

### ROLL CALL

**Senators:**

Jeffrey H. Butland, President of the Senate  
Leo R. Kieffer, Senate Majority Leader  
Mark W. Lawrence, Senate Minority Leader  
Jane A. Amero, Senate Assistant Majority Leader  
Beverly Miner Bustin, Senate Assistant Minority Leader

**Representatives:**

Dan A. Gwadosky, Speaker of the House  
Paul F. Jacques, House Majority Leader  
Walter E. Whitcomb, House Minority Leader  
Elizabeth H. Mitchell, House Assistant Majority Leader  
Joe Carleton, House Assistant Minority Leader

**Legislative Officers:** May Ross, Secretary of the Senate  
Pam Cahill, Assistant Secretary of the Senate  
Joseph Mayo, Clerk of the House  
Millie MacFarland, Assistant Clerk of the House  
Sally Tubbesing, Executive Director, Legislative Council  
Lynn Randall, State Law Librarian  
John Wakefield, Director, Office of Fiscal and Program Review  
David Boulter, Director, Office of Policy and Legal Analysis  
Margaret Matheson, Revisor of Statutes

Senate President Butland, declaring that a quorum was present, proceeded to read excerpts from the Rules of Procedure that had been adopted by the 116th Legislative Council that pertained to the election of the Council Chair and Vice-Chair. His opening remarks were followed by discussion among Council members regarding how to proceed. The major points of discussion included:

1. Whether the adoption of Joint Rules, which include the designation of the Joint Standing Committees for the 117th Legislature, was not a higher priority than the formality of organizing the new Council (Speaker Gwadosky).
2. Whether there was any controversy or dispute about what the new Council's Rules of Procedure should be (Rep. Carleton). (None was expressed)

After agreeing that members of the Council would continue to meet as Leadership following adjournment of the Council meeting, the following motion was offered:

**Motion:** That the 117th Legislative Council adopt the Rules of Procedure of the 116th Legislative Council to govern its operations (Motion by Rep. Carleton; second by Speaker Gwadosky).

**Discussion:** Sen. Kieffer noted that adoption of the Rules prior to the election of Council officers appeared to vary from the printed agenda and questioned why. Sen. President Butland responded that there appeared to be an interest in resolving the Joint Rules before the Council elected its officers; and Rep. Carleton offered to withdraw his motion if that was desirable. He did not withdraw it, and the motion was approved unanimously.

The Council tabled all other items on the printed agenda.

## ADJOURNMENT

The Council meeting was adjourned at 4:10 p.m., on the motion of Sen. Bustin (second by Rep. Jacques; unanimous).

**MAINE LEGISLATIVE COUNCIL  
117th LEGISLATURE**

**RULES OF PROCEDURE**

Adopted by the Legislative Council, December 14, 1994

1. **Organizational meeting:** The President of the Senate shall call the biennial organizational meeting of the Legislative Council into session and preside until the election of the Chair.
2. **Chair:** The Council shall select a Chair, who shall preside at all meetings of the Council when present. The position of Chair must alternate in succeeding sessions between members from the Senate and members from the House.
3. **Vice Chair:** The Council shall select a Vice Chair who shall act as Chair in the absence of the Chair. The Vice Chair may not be a member of the same branch of the Legislature as the Chair.
4. **Quorum:** The Council may not conduct business in the absence of a quorum, which consists of six members. Any action of the Council requires the affirmative votes of not less than 6 members.
5. **Meetings:** The Council's meeting schedule is determined by vote of the Council or by call of the Chair.
6. **Meeting Location:** The official meeting place of the Legislative Council is the Legislative Council Chambers, and the Chair shall convene all meetings there unless a different place is specified in the call of the meeting.
7. **Meeting Notice:** The Chair shall issue written calls for all regular and special meetings of the Council. The call must give the date, time, and place of the meeting and such other information as the Chair directs.
8. **Public Meetings:** All meetings of the Council are public except for executive sessions, and the Council shall take all final action at a public meeting.
9. **Council Subcommittees:** The Chair shall name subcommittees of the Council. The subcommittees must consist of at least three members. All subcommittees shall have representation from each of the two major political parties.

## **MAINE STATE LEGISLATURE LEGISLATIVE COUNCIL**

10. **Council Records:** The Executive Director of the Legislative Council shall maintain an accurate permanent public record of all meetings and proceedings of the Council.
11. **Order of Business:** The regular order of business of the Council is:
  1. Call to Order
  2. Roll Call
  3. Secretary's Report
  4. Executive Director's Report
  5. Committee Reports
  6. Old Business
  7. New Business
  8. Announcements and Remarks
  9. Adjournment
12. **Statements to the Press:** Only the Council Chair or persons authorized by the Chair may make official statements to the press or to the public on behalf of the Legislative Council.
13. **Rules of Order:** The Chair or Vice Chair shall conduct the proceedings of the Council in accordance with Robert's Rules of Order except as otherwise specified in the Council's own rules or by law.
14. **Revision of Rules:** The Council may amend these rules, with the exception of Rule 4, upon a two-thirds vote of the Council members present and voting, provided that the vote to amend is by at least six affirmative votes.