

# WASHINGTON COUNTY GAMING COMMISSION

## BYLAWS

### BYLAW ONE NAME

The name of the Commission shall be the "WASHINGTON COUNTY GAMING COMMISSION" (the "Commission").

### BYLAW TWO PRINCIPAL OFFICE

The principal office of the Commission shall be the Washington County Office Building, 33 W. Washington Street, Hagerstown, Maryland 21740.

### BYLAW THREE MEMBERSHIP

The membership of the Commission shall be as set forth in Md. Code, Criminal Law Article, § 13-2416.

### BYLAW FOUR MEETINGS

A. **Meeting**. The meetings of the Commission shall be held at such times scheduled by the Commission, for the purpose of receiving reports and the transaction of other business. Meetings shall be subject to the Open Meetings Law and members of the public may attend the open portions of all meetings of the Commission. Each member of the Commission shall be notified at least one (1) week before any changes in time or date of meetings.

B. **Quorum**. A majority consisting of four (4) members of the Commission, when present at any meeting, shall constitute a quorum, and in case there are less than this number, the presiding officer may adjourn from time to time until a quorum is present.

C. **Order of Business**. The order of business at regular meetings shall be as follows:

- (1) Call to order.
- (2) Approval of minutes of previous meeting.
- (3) Citizen participation.
- (4) Receiving communications
- (5) Report of the Director.
- (6) Unfinished business

- (7) New business
- (8) Adjournment

The order of business may be altered or suspended at any meeting by a majority vote of the members present. The usual parliamentary rules as laid down in the latest edition of Robert's Rules of Order shall govern, when not in conflict with these bylaws.

D. **Special Meetings.** Special meetings of the Commission may be called at any time by the Chairperson, or in the Chairperson's absence, by the Vice-Chairperson, on the written request of two (2) members of the Commission or the request of the Board of County Commissioners of Washington County, Maryland. One (1) week notice of any special meeting must be given to the members of the Commission, and the notice must state the object of the meeting.

E. **Workshops.** Workshop meetings of the Commission may be called at any time by the Chairperson, or in the Chairperson's absence, by the Vice-Chairperson, during funding cycles to provide adequate time to discharge the responsibilities of the Commission.

#### **BYLAW FIVE OFFICERS**

A. **Elective Officers.** The elective officers of the Commission shall be a Chairperson and a Vice-Chairperson. Other offices and officers may be established and appointed by the members of the Commission at regular meetings.

B. **Terms.** The Chairperson and Vice-Chairperson shall take office immediately upon election, and shall serve for a term of one (1) year or until the term expires. Officers are eligible for re-election. Vacancies in any office must be filled for the balance of the term of such office by the Commission at a special meeting.

C. **Chairperson.** The Chairperson shall be the chief officer of the organization. The Chairperson shall be a member ex officio of all committees. The Chairperson shall communicate to the Commission such matters and make such suggestions as may in the Chairperson's opinion tend to promote the welfare and increase the usefulness of the Commission, and shall perform such other duties as are necessarily incident to the office.

D. **Vice-Chairperson.** The Vice-Chairperson shall perform all duties of the Chairperson during the absence of the Chairperson. The Vice-Chairperson shall be a member ex officio of all committees.

**BYLAW SIX  
ELECTIONS**

The election of Commission officers shall take place at the time and place of the annual meeting, which shall be held in October, unless otherwise scheduled by the Commission. Candidates who receive a majority of votes so cast shall be elected.

**BYLAW SEVEN  
RESPONSIBILITIES**

A. The Commission shall have the sole authority in accordance with Md. Code, Criminal Law Article, 13-2401 et seq. and the County Gaming Rules and Regulations to review applications and distribute funds from the Gaming Fund.

B. Commission members, as representatives for the community, agree to act in the community's best interest. Members are required to complete a disclosure statement, provided by the Board of County Commissioners. Improper use for personal gain of any confidential information acquired through a member's position on the Commission may be grounds for removal from the Commission by the Board of County Commissioners.

**BYLAW EIGHT  
AMENDMENTS**

These bylaws may be amended, repealed, or altered, in whole or in part, by a majority vote at any duly organized meeting of the Commission, subject to the approval of the Board of County Commissioners of Washington County.

**BYLAW NINE  
LIABILITIES**

Nothing in these bylaws shall constitute members of the Commission as partners for any purpose. No member, officer, agent, or employee shall be liable for the acts or failure to act of any other member, officer, agent, or employee, nor shall they be liable for his or her acts or failure to act under these bylaws, excepting only acts or omissions arising out of his or her willful malfeasance.

Adopted this 29th day of July, 2003.


APPROVED BY:

ATTEST:

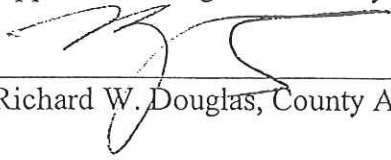


Joni L. Bittner, Clerk

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

  
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Gregory I. Snook, President

Approved for legal sufficiency:



Richard W. Douglas, County Attorney

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