

**TSAILE/WHEATFIELDS CHAPTER
Community Land Use Planning Committee (CLUPC)**

**ANNUAL MEETING
Wednesday, October 29, 2014
3:00 p.m.**

A G E N D A

- 1. ORDER OF BUSINESS**
 - A. Calling of Meeting to Order
 - B. Roll Call
 - C. Invocation
 - D. Adoption of Agenda
 - E. Adoption of Meeting Minutes
September 14, 2014
 - F. Announcements

- 2. REPORTS**
 - A. Committee Members
 - B.

- 3. NEW BUSINESS**
 - A. Nomination of CLUPC Officers for FY 2015

- 4. NEXT MEETING**

- 5. ADJOURNMENT**

TSAILE/WHEATFIELDS CHAPTER
Community Land Use Planning Committee (CLUPC)
ANNUAL MEETING
Wednesday, October 29, 2014

MINUTES

PRESENT:

Lucinda Davis, President
Vacant, Vice President
Kathy John, Member
Marjorie Johnson, Member

ABSENT:

Thomas Litson, Secretary

Due to the absence of the Secretary, Marjorie Johnson was requested to take Minutes for this meeting

1. ORDER OF BUSINESS

A. Calling of Meeting to Order

The meeting was called to order by the CLUPC President at 4:00 p.m.

B. Roll Call:

Lucinda Davis, Kathy John, and Marjorie Johnson were in attendance to constitute a quorum. It was noted that Thomas Litson, Secretary was duly notified of the Annual meeting and indicated he would be present for the meeting. The Committee awaited his arrival and chose to convene the meeting at 4:00 p.m.

C. Invocation

The invocation was offered by Kathy John, Member.

D. Adoption of Agenda

The Agenda for the CLUPC Annual Meeting was read into the record by the CLUPC President. A motion was made by Marjorie Johnson, seconded by Kathy John, to approve the Agenda as presented. Motion passed by a vote of 2 in favor, 0 opposed and 1 abstention.

E. Adoption of Meeting Minutes

The Minutes of the September 14, 2014 Community Land Use Planning Committee were not available for review or approval. A motion was made by

Marjorie Johnson, seconded by Kathy Johns to defer the adoption of Meeting Minutes for September 14, 2014 until the next meeting. The motion was passed by a vote of 2 in favor, 0 opposed and 1 abstention.

F. ANNOUNCEMENTS:

- A. The Tsail/Wheatfields Planning Meeting will be held on November 3, 2014 at 2:00 p.m..
- B. Chuska Regional Council meeting will be held in Lukachukai on November 6, 2014 at 2:00 p.m.
- C. Community Water Plan meeting will be held on November 19, 2014; this is being presented by the Navajo Nation Water Resources.
- D. The General Election for November 4, 2014 may be rescheduled due to Court proceedings regarding the election of Navajo Nation President and Vice President.

2. REPORTS – Committee Reports

There were no reports provided.

3. NEW BUSINESS

- A. Election of CLUPC Officers for FY 2014:** Discussion was held on the election of officers for the Community Land Use Planning Committee for FY 2014. It was noted that Thomas Litson had indicated he would be present but was not in attendance. Discussion was held on proceeding with elections or deferring to the next meeting due to only three members being in attendance.

Chapter staff was requested for a copy of the Community Land Use Planning Committee Plan of Operation. Staff was unable to provide a copy of the CLUPC Plan of Operations that addresses the Annual Meeting. Chapter Staff was asked to provide a copy of the Roberts Rules of Order for guidance on nominations. The following are excerpts from the Roberts Rules of Order, Chapter 12, Nominations and Elections provided by Chapter Staff

“CHAPTER 12 – NOMINATIONS AND ELECTIONS

In every organization, the process of nominating and electing officers and board members is very important and the bylaws should clearly state the procedure. If the procedure is not stated in the bylaws, a member of the assembly can make a motion explaining the procedure to follow. The assembly then decides by a majority vote whether to follow the proposed procedure.

NOMINATIONS

An organization can nominate candidates in several ways:

- *By a nominating committee*

- *From the floor*
- *By ballot*
- *By mail*
- *By petition.*

“Nominations from the Floor.

As soon as the president opens nominations from the floor, any member can bring forth a nomination. However, the rules for a member nominating a candidate are the same as for the nominating committee. A member should know beforehand if the person he or she wishes to nominate is both eligible and willing to serve.

When the nomination is from the floor:

- *A nomination does need a second.*
- *A member can be nominated for more than one office.*
- *A member cannot nominate more than one person for an office until everyone has had the opportunity to make nominations*
- *Nominees do not have to leave the room during the nominations, when the vote is taken, or when the vote is counted.*
- *The presiding officer can continue presiding, even if he or she is one of the nominees for the office.*
- *A member can rise and decline the nomination during the nominating process.*

Nominations and the Minutes:

The secretary places all nominations in the minutes. If the organization uses a nominating committee and then takes nominations from the floor, the secretary records the nominating committee’s report first and then lists nominations for each office in the order they are presented as given by the members from the floor.

MOTIONS RELATING TO NOMINATIONS

When nominations are taken from the floor, usually the president closes the nominations by unanimous consent. ...

ELECTIONS

After the nominating process is finished, the members must vote on the proposed candidate. If the bylaws do not state how the vote is to be taken, a member can make an incidental motion regarding how to take the vote.

Members can take the vote for election by

- *Voice*
- *Ballot*
- *Roll Call*

- *Cumulative voting*

Election by Voice Vote

When there is only one candidate for office, election by voice vote is a good method to use if the bylaws do not stipulate how the election should take place.

....

The presiding officer takes the vote this day:

President: *All those in favor of Member G for president, say "Aye". Those oppose say "No." The president then announces the vote:*

President: *The ayes have it, and Member G is elected president.*

(Page 13 of 15): The presiding officer states when the election is effective, according to the bylaws:

President: *Thank you. You will take office at the close of our annual meeting.*

Those elected take office immediately unless the bylaws state differently. In this organization, the newly elected board members take their places at the close of the annual meeting.

OTHER POINTS ABOUT ELECTIONS

- *A quorum needs to be present throughout the election meeting. If members leave during the meeting so that a quorum is not present, those offices not yet elected must be put off until an adjourned meeting or until the next meeting.*
- *If a member is elected and not present and has not previously said that if elected he or she will serve someone should call the member to see if he or she will accept the office. If not, the member can vote again during that meeting for another candidate.*
- *If an elected candidate declines the office after he or she is elected and after the meeting has adjourned, another election needs to take place, if at all possible. If the bylaws specifically address this situation, members should follow the bylaws.*

Upon review of the above Robert Rules of Order, a motion was made by Marjorie Johnson, seconded by Kathy John, to continue with the elections in accordance with the Roberts Rules of Order as reviewed by the Committee.

The President, Lucinda Davis, stated her thoughts about the election that all Committee members should have an opportunity to serve and she did not wish to accept any nomination for the office of the president.

President: A motion was made by Kathy Jones to nominate Marjorie Johnson as President. No other nominations were made. By Voice Vote, the presiding officer announced the “Ayes” have it, and Marjorie Johnson is elected President of the Community Land Use Planning Committee.

Vice President: A motion was made by Kathy Jones to nominate Lucinda Davis as Vice President. No other nominations were made. By Voice Vote, the presiding officer announced the “Ayes” have it, and Lucinda Davis is elected as Vice President of the Community Land Use Planning Committee.

Secretary: A motion was made by Marjorie Johnson to re-elect Thomas Litson as Secretary. No other nominations were made. By Voice Vote, the presiding officer announced the “Ayes” have it, and Thomas Litson is re-elected as Secretary of the Community Land Use Planning Committee.

The presiding officer announced the new officers would take office upon adjournment of the Annual Meeting.

4. NEXT MEETING

The next meeting of the Community Land Use Planning Committee will be held on Thursday, November 13, 2014 at 3:00 p.m.

5. ADJOURNMENT

The Annual Meeting was adjourned by the presiding officer at 5:15 p.m.

Attachment: Roberts Rules of Order, Nomination and Elections