

Draft of 7/11/07—for Review and Comment
--Group of Edwards Aquifer Region Stakeholders--
Proposed Rules of Operation

Note --This document addresses Proposed Rules of Operation for the EARIP stakeholders who are not designated as members of the Steering Committee.

Section 1 Name and Purpose of Group. The Group shall be named the Group of Edwards Aquifer Region Stakeholders. The purpose of the Group is to provide aquifer stakeholders in the Edwards Aquifer region a structure for collaboration and participation, to the extent allowed by applicable law, in the activities of the EARIP, to engage in the development of stakeholder comments and positions, and, in coordination with the procedures of the EARIP Steering Committee, to request consideration of Group comments and positions in Steering Committee deliberations, actions, and agreements.

Section 2 Definitions. In these Rules, the following terms shall have the meanings assigned in this section.
[to be added-- definitions of capitalized and other special terms used in these Rules]

Section 3 Participation.

3.1 Individual Participants. Any individual person who is an Edwards Aquifer stakeholder and who meets the eligibility requirements of the TAMU Coordinator may participate in the Group. An individual who intends to participate shall register for participation with the TAMU Coordinator by filing a completed form containing the registrant's contact information and a brief statement of interest.

3.2 Representative Participants. A Participant may act as the representative of a governmental or nongovernmental entity or organization which has as one of its purposes or interests the advancement and protection of Edwards Aquifer stakeholder interests. Such an organization shall register for participation with the TAMU Coordinator by filing a completed written form containing contact information, a brief statement of interest, and, at the election of the organization, a designated Representative Participant to represent the organization in voting by Group Participants. The entity or organization will provide a duly authorized resolution or other writing authorizing the registration in the EARIP and the designation of a Representative Participant and, if the organization so desires, one or more Alternate Representative Participants to vote on behalf of the organization when the Representative Participant is unavailable.

3.3 Affiliates of Steering Committee Members. Individuals who are associated or affiliated with a governmental or nongovernmental entity or organization which has a representative on the Steering Committee may participate in the Group as Individual Participants.

- 3.4 Records of Participants.** The Participant list and statements of interest will be available to all Participants, provided that any individual may elect to limit the disclosure of personal contact information.

Section 4 Group Organization.

- 4.1 Leadership.** The Group will select from among the Participants a Chair, Vice Chair, and other leaders as may be needed. Until leaders of the Group are appointed, the Group will select a Participant to serve as a Chair of the Meeting.

- 4.2 Duties of the Chair.** The Chair or Chair of the Meeting will have the following duties:

- a. Develop an agenda for each meeting of the Group;
- b. Facilitate discussion of agenda items either personally or, with the approval of the Participants, by appointing another person as facilitator;
- c. Coordinate with the TAMU Coordinator the scheduling of Group meetings.
- d. Coordinate with the Steering Committee the presentation of Group comments and positions, including minority positions.

- 4.3 Duties of the Vice Chair.** The Vice Chair will exercise the duties of the Chair in the even of the unavailability of the Chair.

- 4.4 Duties of other Group leaders.**

The necessity for and duties of other Group leaders will be determined by the Group from time to time.

Section 5 Conduct of Group meetings.

- 5.1 Rules.** The Group will follow Simplified Roberts Rules for the conduct of its meetings.

- 5.2 Meetings; Quorum.** The Group will meet regularly at meeting locations to be determined. At least fifty percent (50%) of the Individual Participants and Representative Participants shall constitute a quorum.

- 5.3 Agenda.** The Chair and the TAMU Coordinator will develop an agenda for each scheduled meeting. The notice of the meeting and the meeting agenda will be distributed to all Participants by electronic notice at least one week prior to the meeting. Any Participant may request an item to be placed on the agenda at the next meeting by sending a written request to the Chair at least two weeks prior to a scheduled meeting. The Chair must place an item on the agenda if a Caucus or at least three Participants make a timely request, or if the item is requested by action approved by a majority of Participants at a prior meeting.

- 5.4 Caucuses.** Subgroups of Participants with similar interests may form caucuses. A regular meeting of the Group may recess temporarily to provide opportunity for meetings of Caucuses.

- 5.5. Voting.** Provided a quorum is present, the Group may take action by approval by majority vote of the Participants present and eligible to vote. Any Group position statement or comment on a matter to be presented to the Steering Committee must be in writing and distributed to Participants prior to any request for a vote for approval. Participants voting not to approve may present one or more minority position statements or comments, and the records of the Group and the presentation to the Steering Committee will reflect such minority statements. The Chair may request separate voting by Individual Participants and Representative Participants.

Section 6. Coordination with Steering Committee.

- 6.1.** The Group will schedule and coordinate its meetings and activities so that the positions and comments of Participants will be made known to the Steering Committee.

This Draft was prepared by Mary Q. Kelly, The Gardner Law Firm, EARIP representative of the Greater San Antonio Chamber of Commerce, with input from members of an ad hoc group of participants in the EARIP