

STANDING RULES
FLORIDA FILM AND ENTERTAINMENT ADVISORY COUNCIL
As Adopted September 29, 2006

PURPOSE

Purpose. These Standing Rules are established to address matters that do not fall within the scope of the Florida Film and Entertainment Advisory Council's Bylaws. Their purpose is to address and clarify matters that affect the Council and its members in the course of its duties and functions.

APPROVAL AND AMENDMENTS

Approval. Standing Rules are adopted by majority vote.

Amendments. Standing Rules are amended by a two-thirds vote if the proposed amendment is not included on the agenda of a regularly scheduled meeting of the Council, or by majority vote if the proposed amendment is included on the agenda of a regularly scheduled meeting of the Council.

STANDING COMMITTEES

Appointments. Appointments to standing committees are made according to the Bylaws.

Membership Committee. (1) When there is a vacancy on the Council, the membership committee shall provide its recommendation or recommendations by U.S. Mail to the appointing official, whether the Governor, President of the Senate or Speaker of the House. The membership committee's recommendation or recommendations shall be sent by letter from the membership committee with each candidate's resume or CV, if provided or otherwise available to the committee. Any Council member who seeks reappointment must notify the Office of Film & Entertainment of his or her desire to seek reappointment at least eight (8) weeks prior to the expiration of that member's current term. Upon notice from the Council member of his or her desire to seek reappointment, the membership committee shall send its letter of recommendation along with the Council member's current resume or CV no later than four (4) weeks prior to the expiration of the Council member's current term.

(2) The membership committee shall draft and send welcome letters to newly appointed Council members.

MEMBERS OF DISTINGUISHED HONOR

No more than two Members of Distinguished Honor shall be confirmed during each Legislative fiscal year.

MEETINGS

Minutes. Support staff to the Council shall furnish a copy of the written minutes of the actions of the Council or committee for review and comment by Council members at least forty-eight (48) hours prior to publishing the written minutes. The written minutes shall not be deemed “approved” until the written minutes are approved by the Council or committee at the next meeting as provided by the Bylaws.

Public Comment. (as Amended March 21, 2007) The Chair of the full Council or the Chair of any Committee in session has the discretion to impose a three minute time limit for public comment and to determine the appropriate time in which the public comment will be taken. The staff of the OFE will create a form, to be available both on-line and present at FFEAC meetings for the public to submit written testimony, comments or to register to speak publicly to the Committee.