

## Ground Rules for the Great Salt Lake Advisory Council

### **Meeting Formalities:**

- The meetings will be conducted by the chairmen. If a council member wishes to speak then they should nod towards the chairman who will call their names in order
- It is recommended that a designated alternate member participate in meetings in case of an absence
- Though Robert's Rules of Order will not apply in its entirety, the chair requests that a motion be made for all action items.
- For consistency, meetings will be held at the Department of Environmental Quality Building 2 (168 North 1950 West, Salt Lake City) unless noted otherwise (field trips, etc.)
- Please speak into the microphone and turn off cell phones during the meetings
- All meetings are open to the public and will be posted on the public notice website
- Staff support will use their discretion when forwarding information to the council
  - Staff will send out e-mails with specific headers
  - E-mails pertaining to
    - Meetings will have the header, Great Salt Lake Advisory Council Meeting
    - Information from other Council members will have the header, GSLAC information from (insert name of council member)
    - Information from the public will have the header GSLAC Public information from....

### **Decision Making/Voting:**

- All recommendations will be forwarded to the Governor and weighted according to the number of council members supporting a particular recommendation.