

## **Rules of the Game**

### **aka MAPLA Policies**

- *The MAPLA Intergovernmental Task Force (the ITF) consists of 6-8 MAPLA members representing the different regions of the state. At least 2 members should be members of the MLA Legislative Panel, one of whom shall be the MLA Legislative Panel Chair, so long as the Chair is a member of MAPLA. The MAPLA president, immediate past president, and incoming president shall be included in the ITF membership, if they so desire. The MAPLA president shall chair the ITF, so long as the president agrees to serve on the ITF. If the MAPLA president does not serve on the ITF, the previous MAPLA president or the incoming president will be asked to chair the ITT, in that order. The ITF members will serve for approximately 3 years. The ITF Chair will present nominees for membership to be voted upon at the Summer MAPLA meeting or at other MAPLA meetings if the need for new members arises. Nominations will also be accepted from the floor. ITF members may serve 1, 2 and 3 year terms, as determined by the ITF. The ITF chair will appoint one member to be the MAPLA liaison. The liaison will communicate legislative issues and key events to all MAPLA members, especially between MAPLA meetings and during the Legislative Session.*
- *The MAPLA minutes are limited to action items and decisions made and are available on the MAPLA website within two weeks of the meeting. The secretary shall also prepare correspondence at the request of the Chairperson.*
- *MAPLA may hire an Administrative Assistant for a yearly stipend. The Executive Committee is responsible for the hiring of the Administrative Assistant and setting of the stipend, which shall be within the annual budget. The Administrative Assistant will handle all meeting logistics, send out annual membership fee and quarterly meeting invoices, maintain a list of update-to-date members on the MAPLA website, record dues paid, prepare payments as authorized by the Chairperson, keep a record of revenues and expenditures and prepare an annual budget report.*
- *The provisions of the Rules of the Game maybe amended, added to or deleted during any regular business meeting of MAPLA by majority vote of those in attendance.*

*Approved September 23, 2010; revised and approved January 14, 2011*