



## America 250 | CT Commission Meeting

### Connecticut Semiquincentennial Commission Bylaws

These Bylaws of the Connecticut Semiquincentennial Commission, hereinafter referred to as the “Commission”, are subject to the provisions of Executive Order 22-2 by which the Commission was created (the “Executive Order”), as may be amended.

#### PREAMBLE

The Commission encourages all of the people of Connecticut to recommit to democracy and each other. It seeks participation, relationship-building, and open discussion as we commit to work towards a better future. It will bring together a diverse group of Connecticutans in order to achieve a better understanding of the past, a better analysis of the present, and a better view of the future.

#### ARTICLE I – Purpose

The purpose of the Commission is to recognize Connecticut’s unique role in the American Revolution by undertaking commemorative activities that honor all Connecticutans and enhance our collective understanding of the past, present, and future. The Commission shall terminate on June 30, 2028.

#### ARTICLE II – Membership

**Section 1.** Appointment; Term. The Commission’s membership is established by the Executive Order. A Member shall continue to serve until the termination of the Commission, or until such time as the Governor appoints a successor for the Member.

A. Members of the Commission shall consist of the following:

1. The Governor, or the Governor’s designee;
2. The Commissioner of the Department of Education, or the Commissioner’s designee;

3. The Commissioner of the Department of the Aging and Disability Services, or the Commissioner's designee;
4. The Commissioner of the Department of Economic and Community Development, or the Commissioner's designee;
5. Up to three members of the public appointed by the Governor.

B. The following are invited to be, and shall be upon acceptance, members of the Commission:

1. The Secretary of the State, or the Secretary's designee;
2. The State Historic Preservation Officer designated pursuant to 36 CFR 61.2, or the Officer's designee;
3. The State Historian, or the State Historian's designee;
4. The State Librarian, or the State Librarian's designee;
5. A representative of the Connecticut Humanities Council;
6. A representative of the Connecticut Library Association;
7. A representative of the Commission on Women, Children, Seniors, Equity & Opportunity;
8. A representative of the Mohegan Tribe;
9. A representative of the Mashantucket Pequot Tribal Nation;
10. A representative of the Connecticut Historical Society;
11. A representative of the Connecticut Democracy Center;
12. A representative of the Connecticut League of Historical Organizations;
13. A representative of the Mary and Eliza Freeman Center for Historical and Community; and
14. A student or youth leader recommended by the Executive Director of the Old State House.

**Section 2.** Compensation. Members of the Commission shall not receive any compensation for their service.

**Section 3.** Ethics. Members of the Commission shall be subject to the Connecticut Codes of Ethics, which are found in Chapter 10 of the Connecticut General Statutes.

**Section 4.** Transparency. The Commission and its members of the Commission shall be subject to the Connecticut Freedom of Information Act, which are found in Chapter 14 of the Connecticut General Statutes.

**Section 5.** Vacancies. Any vacancy occurring in the membership of the Commission shall be filled in the same manner as the original appointment.

**Section 6.** Chair. The Governor shall appoint a Chair from among the Members of the Commission.

**Section 7.** Vice Chair. The Governor shall appoint a Vice Chair from among the Members of the Commission.

**Section 8.** Duties of Commission; Staff. The duties of the Commission are established in Sections VII and VIII of the Executive Order. The Connecticut Department of Economic and Community Development shall provide the Commission with administrative and technical support as feasible and necessary.

A. Duties of the Commission shall consist of the following:

1. Assist in ensuring that any observance of the semiquincentennial of the American Revolution is inclusive and appropriately recognizes the experiences and points of view of all people affected by the events surrounding the American Revolution;
2. Encourage civic, historical, educational, economic, arts and other organizations throughout the state to organize and participate in activities to expand the understanding and appreciation of the significance of the American Revolution;
3. Collaborate with state and local tourism agencies to promote the state as a prominent cultural and heritage tourism destination for American Revolution history;
4. Encourage interdisciplinary and scholarly examination of the American Revolution;
5. Explore the ways in which the ethos of the United States' national founding period and the two hundred fifty years that follow influence the United States' present and can shape its future;
6. Develop, encourage, and execute an inclusive celebration of the 250<sup>th</sup> anniversary of the Declaration of Independence, Revolutionary War, and founding of the United States of America and all its people through civic cultural and historical education and programming;
7. Coordinate, engage and liaise with the US Semiquincentennial Commission and other state and local commissions and private and public organizations and partners; and
8. Establish an advisory council, or other such entities as it deems necessary, composed of citizens at large who have knowledge of history and interest in its Semiquincentennial celebration to assist the Commission in its work.

**Section 9.** Administrative Agent and Non-Profit Fiduciary. Connecticut Humanities Council shall serve as the administrative agent for the Commission and act as the

non-profit fiduciary on behalf of Commission activities. Connecticut Humanities shall provide an annual summary of revenue and expenses to the Commission.

### ARTICLE III – Meetings

**Section 1.** Time and Place. The Commission shall meet at least semi-annually at times and places determined by the Chair. Meetings may be conducted through telephone conference calls or online video conference meetings provided that each participant can communicate in real time with all other participants.

**Section 2.** Open Meetings. All meetings of the Commission shall be open to the public in accordance with Section 1-225 of the Connecticut General Statutes.

**Section 3.** Public Notice. Notice of all meetings of the Commission, stating the time, date, and place, shall be provided to the public by posting on the Commission website at least 7 days in advance of the meeting. Meeting agendas will be posted in this same location when the meeting notice is posted or not less than 1 business day before the meeting.

**Section 4.** Quorum. The majority of the Members then serving on the Commission constitutes a quorum at any meeting for the conduct of the business of the Commission. A Member who attends a meeting by conference call, online video conference meeting or other means by which the Member can communicate in real time with all other participants shall be counted towards a quorum.

**Section 5.** Voting at a Meeting. A proposed action of the Commission shall be made by resolution. All Members present and counted towards a quorum at a meeting of the Commission shall be entitled to one vote on a resolution. There shall be no voting by proxy. Voting may be conducted via telephone conference calls or online video conference meetings as provided in Section 1 above. The minutes of Commission meetings shall record the vote of each Member on each action.

**Section 6.** Duties of the Chair. The Chair shall preside at all meetings of the Commission; may sign and execute, in the name of the Commission, all authorized contracts, agreements or other instruments; and shall have other duties as may from time to time be assigned by the Commission or as otherwise prescribed by law or these Bylaws.

**Section 7.** Duties of the Vice Chair. The Vice Chair shall have such duties as delegated by the Chair. At the request, absence, or disability of the Chair, the Vice Chair shall perform all the duties, and when so acting shall have all the powers of the Chair.

## ARTICLE IV – Subcommittees

**Section 1.** General. The Commission may create Subcommittees as needed to support its work. Subcommittees shall meet at times as is deemed necessary by the Chair or the majority of the Commission.

**Section 2.** Subcommittees. The Commission shall be comprised of Subcommittees responsible for the following areas of cognizance:

- A. Community & Organizational Engagement – to reach out and provide assistance to municipalities and nonprofit organizations for the development of programs, projects, and activities pertaining to the American Revolution. Using relationships with municipalities and nonprofit organizations, connect the work of the Commission with Connecticut’s communities.
- B. Education – to support the creation of educational opportunities for students (pre-K to college) that explore the intricacies of the founding period of the United States through both scholarly and informal methods.
- C. Governance – to focus on the creation of bylaws and structure of the Commission, including the development of an action plan, reporting on progress, and the establishment of an advisory council.
- D. Tourism & Marketing – to encourage collaboration with state and local tourism agencies as part of the goals and initiatives of the Commission.
- E. Inclusion, Diversity, Equity & Inclusion – to ensure that inclusion, diversity, equity, and access are codified in the Commission’s core principles, recognizing the experiences and points of view of all people affected by the events surrounding the American Revolution.

**Section 3.** Subcommittee Chairs. Subcommittee Chairs shall be appointed by the Chair of the Commission from among the members of the Commission.

**Section 4.** Appointment. All subcommittee members shall be appointed by the Chair and may be members of the Commission or Voluntary Advisors.

**Section 5.** Executive Committee. The Executive Committee shall consist of the Chair, the Vice Chair, and Chairs of each subcommittee. The Chair shall act as chair of the Executive Committee. The Executive Committee shall have such duties and perform such functions as may be authorized by the Commission in the administration of the affairs of the Commission. It shall have the express authority to act on behalf of the Commission when such action is required prior to the scheduled meeting of the Commission, or when a quorum of the Commission cannot be formed. The Executive Committee shall maintain a record, or minutes, of its proceedings and shall report regularly to the Commission.

**Section 6.** Quorum; Voting. A majority of the members of a subcommittee shall constitute a quorum for the transaction of subcommittee business. The act of a majority of those present at a subcommittee meeting at which a quorum is present shall be the act of the subcommittee. Subcommittee may vote to make an advisory recommendation to the Commission, but all subcommittee votes are non-binding. The members of a subcommittee may conduct any meeting and vote via telephone conference call or an online video conference meeting in accordance with the provisions of these Bylaws.

**Section 7.** Subcommittee Minutes. Each subcommittee shall keep minutes of its meetings, may establish rules of procedure for its business, and shall present a report at the next scheduled meeting of the Commission. Copies of all subcommittee correspondence and records shall be filed with the Chair for inclusion in the Commission's records.

**Section 8.** Voluntary Advisors. The Commission may invite outside advisors having specific expertise or interest useful to the Commission (a "Voluntary Advisor") to serve on subcommittees or attend meetings of the Commission in a volunteer, non-compensated, advisory, and non-voting capacity. Candidates for Voluntary Advisors may be recommended to and appointed by the Chair. Voluntary Advisors serve in an advisory capacity only, are not entitled to vote on matters before the Commission, may not count towards a quorum of the Commission, and are not entitled to any compensation for their service. Voluntary Advisors shall at all times comply with and be subject to the Connecticut Codes of Ethics, which are found in Chapter 10 of the Connecticut General Statutes.

**Section 9.** Advisory Council. In addition to participation at Commission and subcommittee meetings, Voluntary Advisors will be considered members of an Advisory Council that may be periodically convened by the Chair in an advisory role.

## ARTICLE V – Finances

**Section 1.** Fiscal Year. The fiscal year of the Commission shall begin on July 1 and end on June 30 of the year following.

**Section 2.** Gifts. The Commission may solicit, accept, use, and dispose of any gifts, donations, or bequests in conformance with the Connecticut Code of Ethics, to support the goals and purposes of the Commission.

## ARTICLE VI – Amendments of Bylaws

**Section 1.** Amendments. These Bylaws may be amended by a two-thirds majority of the voting members present at a quorum. Proposed amendments must be submitted in advance and sent out with the regular Commission meeting announcement.

**Section 2.** Limitation. These Bylaws shall not be amended in a way that would make the Bylaws in any way inconsistent with the Executive Order, Connecticut, or Federal Law. Any such amendment so adopted shall have no force or affect.

Approved unanimously by the members of the Commission on October 18, 2023.