

**ADOPTED REGULATION OF THE DIRECTOR OF THE
DEPARTMENT OF MUSEUMS, LIBRARY AND ARTS**

LCB File No. R197-97

Effective June 26, 1998

EXPLANATION – Matter in *italics* is new; matter in brackets [] is material to be omitted.

AUTHORITY: §§ 2-13, NRS 378.400.

Section 1. Chapter 378 of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 11, inclusive, of this regulation.

Sec. 2. *As used in sections 2 to 11, inclusive, of this regulation, unless the context otherwise requires, the words and terms defined in sections 3, 4 and 5 of this regulation have the meanings ascribed to them in those sections.*

Sec. 3. *“Advisory committee” means the advisory committee on participatory democracy created pursuant to section 6 of this regulation.*

Sec. 4. *“Participatory democracy” means the participation of residents of this state in the development of public policy and in the improvement of the operation of government at all levels.*

Sec. 5. *“Repository” means the repository concerning programs, activities and events related to the participation of citizens in the development of public policy and the improvement of the operation of government created pursuant to NRS 378.400.*

Sec. 6. *1. The advisory committee on participatory democracy is hereby created to assist the director in maintaining and developing the repository.*

2. *The advisory committee consists of ten voting members, including:*

(a) The director or the state library and archives administrator, as determined by the director; and

(b) Nine other members appointed by the director.

3. *The director will:*

(a) Consider political, geographical and demographical factors when appointing a voting member to the advisory committee;

(b) Select the chairman of the advisory committee from the voting members of the advisory committee; and

(c) Designate an employee of the division to serve as secretary for the advisory committee.

4. *The director may assign such other employees of the department as he deems necessary to assist the advisory committee in its duties.*

5. *The chairman of the advisory committee shall select the vice chairman from the voting members of the advisory committee.*

6. *After the initial term, each voting member of the advisory committee shall serve for a term of 3 years. Each voting member of the advisory committee serves at the pleasure of the director. If a vacancy occurs, the director will appoint a new voting member to fill the vacancy for the remainder of the unexpired term.*

Sec. 7. *The advisory committee shall:*

1. *Advise the director on the matters set forth in subsection 5 of NRS 378.400;*

2. *Assist the director in identifying and proposing solutions to any problem concerning the level of participatory democracy, including, without limitation, proposing methods to involve the news media in the process of addressing and proposing solutions to such a problem;*

3. *Make recommendations to and discuss recommendations with the director concerning matters brought to the attention of the advisory committee that relate to a program, activity, event or any combination thereof designed to increase or facilitate participatory democracy, including, without limitation, the interaction of citizens with governing bodies in the formulation and implementation of public policy; and*

4. *If a proclamation is to be issued by the governor pursuant to NRS 236.035, advise the director and governor concerning the language and substance of the proclamation.*

Sec. 8. *1. The advisory committee shall hold a regular meeting at least once every 3 months. A special meeting of the advisory committee may be called by the director or state library and archives administrator, whichever is serving as a member of the advisory committee, and the chairman of the advisory committee at such additional times as they deem necessary.*

2. *The chairman of the advisory committee or, if the chairman is absent, the vice chairman of the advisory committee, shall approve the agenda and preside at each meeting of the advisory committee.*

3. *Six voting members of the advisory committee constitute a quorum. The advisory committee may render a decision if a quorum is present at a meeting and a majority of the voting members present at the meeting concur in the decision.*

4. *The secretary for the advisory committee shall keep all minutes and records of the advisory committee. Each meeting of the advisory committee must be recorded on audiotape.*

5. *Except as otherwise provided in sections 2 to 11, inclusive, of this regulation, "Robert's Rules of Order: Modern Edition," which is hereby incorporated by reference, governs the procedure for conducting a meeting of the advisory committee. A copy of this publication may be obtained from Barbour Publishing, Inc., P.O. Box 719, Uhrichsville, Ohio 44683, for a price of \$8.97, plus \$3.00 for shipping and handling.*

Sec. 9. *Each voting member of the advisory committee is entitled to receive a per diem allowance and travel expenses as provided for state officers and employees generally for the period during which the member was engaged in the discharge of his official duties.*

Sec. 10. The advisory committee on participatory democracy shall advise and make recommendations to the director concerning the preparation of the report regarding the status of the repository required pursuant to section 5 of chapter 659, Statutes of Nevada 1997, at page 3277.

Sec. 11. The voting members of the advisory committee on participatory democracy must be appointed to serve initial terms as follows:

1. Three of the members must be appointed to serve for a term of 3 years;
2. Three of the members must be appointed to serve for a term of 2 years; and
3. Three of the members must be appointed to serve for a term of 1 year.

Sec. 12. The director will appoint the voting members of the advisory committee on participatory democracy pursuant to section 11 of this regulation not later than 30 days after the effective date of this regulation.

Sec. 13. This regulation expires by limitation on December 31, 2002.