

**CUYAHOGA COUNTY ECONOMIC DEVELOPMENT  
COMMISSION BY-LAWS**

**Article I.  
Purpose**

The Cuyahoga County Economic Development Commission is mandated by Section 7.04 of the Charter of Cuyahoga County. Initiated for 2011, the Commission was established as part of a voter initiative to increase public accountability and improve economic competitiveness.

The Economic Development Commission is organized for the purpose of increasing public awareness of economic development initiatives and to assist the County Executive and County Council in their efforts to maintain economic growth as a fundamental governmental purpose. Long term global competitiveness, regional collaboration and multi-sector engagement are the foci of the Commission.

The County Executive and the County Director of Economic Development are Charter mandated to keep the Economic Development Commission informed of current and anticipated economic development opportunities, and seek the Economic Development Commission's consultation on the development and update the county's Five Year Economic Development Plan.

**Article II.  
Membership**

The members of Economic Development Commission are designated by appointing authorities as outlined in the Charter of Cuyahoga County.

### Section 3.01 Meetings

- (a) Quarterly meetings of the Economic Development Commission shall be held at such place as shall be designated in the call of the meeting on the last Tuesday of January, April, July and October.
- (b) The Chair may call special meetings of the Commission as deemed necessary.
- (c) The Vice Chair may call special meetings of the Commission at the request of five members of the Commission.

Section 3.02 Organizational/Annual Meeting: At the first regular meeting of each year, the Economic Development Commission shall hold a meeting for the purpose of organization, election of officers, and the transaction of other business.

Section 3.03 Notice of Meetings: Notice of any regular or special meeting shall be given at least two (2) days previous by written notice, delivered personally, United States Mail or email to each member at his/her address as shown by the records of the Economic Development Commission.

Section 3.04 Quorum Five (5) members shall constitute a quorum for the transaction of business at any meeting of the Economic Development Commission.

Section 3.05 Public Notice All meetings of the Economic Development Commission shall be open to the public and proper public notice served consistent with the rules adopted by the Cuyahoga County Council.

Section 3.06 Executive Session Economic Development Commission will conduct official meetings in the open at all times except when the public body is considering a topic for which the law specifically authorizes executive sessions.

Section 3.07 Voting Each member or alternate shall be entitled to one vote. The vote of a majority by the members present on any matter at which a quorum is present shall be the act of the members on that matter.