

GEORGIA MUNICIPAL COURTS  
TRAINING COUNCIL

BYLAWS

ARTICLE I

Name and Purpose

Section 1. This Council shall be known as the “Georgia Municipal Courts Training Council.”

Section 2. The purpose of this Council shall be to improve the quality of judicial services in Georgia through the development of training standards, curricula, educational products, and continuing education courses for the Municipal Court Judges in the State of Georgia and specifically to:

- (a) make all the necessary rules and regulations to carry out O.C.G.A. § 36-32-11 et seq.;
- (b) cooperate with and secure the cooperation of every department, agency, or instrumentality of the state government or its political subdivisions in furtherance of the purposes of O.C.G.A. § 36-32-11 et seq.;
- (c) approve schools and to prescribe minimum qualifications for instructors at approved schools;
- (d) issue a certification to any municipal court judge satisfactorily complying with an approved training program established;
- (e) do any and all things necessary or convenient to enable it wholly and adequately to perform its duties and to exercise the power granted to it;
- (f) prescribe, by rules and regulations, the minimum requirements for curricula and standards composing the initial in-service, advanced, specialized, and continuing training courses for certification;
- (g) keep records of training completed by municipal court judges; and
- (h) report at least annually to the Governor of the State of Georgia and to the General Assembly of the State of Georgia as to its activities.

ARTICLE II

Membership

Section 1. The membership of the council shall be composed of the Director of the Administrative Office of the Courts or a designee, which member shall not be a voting member, and five municipal court judges who shall be appointed by the Council of Municipal Court Judges. The initial terms for two members shall expire on December 31, 1991. The initial terms for three members shall expire on December 31, 1992. Following the expiration of these initial

terms, their successors shall be appointed for terms of two years. Beginning in calendar year 2001, terms shall expire on August 31 and shall begin on September 1.

**Section 2. In the event of death, resignation, disqualification, or removal for any reason of any member of the Council, vacancies shall be filled in the same manner as the original appointment and successors shall serve for the unexpired term.**

Section 3. Membership on the Council does not constitute public office, and no member shall be disqualified from holding office by reason of his membership.

### ARTICLE III

#### Officers and Their Duties

Section 1. The officers of the Council shall be a Chairperson, Vice-Chairperson, and Secretary.

Section 2. Chairperson. The Chairperson shall call the meetings, notify the members as required, preside at all meetings, name committees, and have general supervision of the affairs of the Council.

Section 3. Vice-chairperson. The Vice-chairperson shall preside at meetings of the Council in the absence of the Chairperson. Upon the death, resignation, or disability of the Chairperson, the Vice-chairperson shall perform the duties of the Chairperson for the remainder of the Chairperson's term or until a replacement shall have been appointed or until the disability ends, whichever first occurs.

Section 4. Secretary. The Secretary shall be the custodian of all papers, documents, and other property of the Council. The Secretary shall keep a true record of all proceedings of all meetings of the Board. The Secretary shall assist in the preparation of all notices, correspondence, policy statements, and opinions of the Council as directed by the Council.

### ARTICLE IV

#### Nomination and Election of Officers

Section 1. A Chairperson and a Vice-Chairperson shall be elected annually at the first meeting after new appointments have been made.

Section 2. The Director of the Administrative Office of the Courts or the Director's designee shall serve as Secretary to the Council.

## ARTICLE V

### Meetings

Section 1. Annual Meeting. There shall be an annual meeting of the Council in September or October of each year, the date to be set by the Chairperson.

Section 2. Regular Meetings. Regular meetings of the Council shall be held at such time and place as may be determined by a majority of the Council and shall include the annual meeting.

Section 3. Special Meetings. Special meetings of the Council, including conference telephone calls, shall be held from time to time as may be deemed necessary by the Chairperson.

Section 4. Notice of Meetings. A minimum of fifteen days' written notice of the annual meeting and all other regular meetings shall be given to all Council members. A minimum of seven days' oral or written notice of all special meetings shall be given to all Council members.

Section 5. Meeting Locations. The Council shall hold its meetings at various locations throughout the State of Georgia in an effort to accommodate the various Council members.

Section 6. Quorum. The voting members of the Council present, not less than three, shall constitute a quorum.

Section 7. Binding Action. All binding action of the Council shall be by a majority vote of the members present and voting.

## ARTICLE VI

### Amendment of Bylaws

These bylaws may be amended at any regular meeting of the Council by a majority vote of the full membership, provided that all Council members have received written notice of any proposed amendments(s) that will be voted upon.

## ARTICLE VII

### Salary or Compensation

No salary or compensation, other than that authorized by the creating legislation, shall be paid to any member of the Council.