

FINAL RULE-----FINAL RULE-----FINAL RULE

By-Laws of the State Plant Board

I. For the purposes of this board the biennium shall be considered as beginning with July 1 of each odd year, except that the first biennium shall be considered as having begun March 29, 1917, the day when the Plant Act became effective.

II. The annual election of the officers of the board shall be held at the first meeting after the first of July of each year

III. In addition to keeping the minutes of the board, the secretary shall keep such records as may be necessary to show that the board, in promulgating and carrying out its rules and regulations, has complied in full with all state laws, including, but not limited to, The Freedom of Information Act (ACA 25-19-101 et. seq.), Arkansas Administrative Procedure Act (ACA 25-15-201 et. seq.).

IV. Public hearings shall be held prior to the adoption of all rules and regulations.

V. After adjournment sine die of the board, a meeting of the board may at any time be called by the chairman of the board or by a majority of the members of the board.

VI. The order of business in the meetings of the board shall be as follows;

- (a) Action as a result of any public hearings.
- (b) Approval of minutes.
- (c) Reports of committees.
- (d) Other business.

VII. All rules, regulations, and other actions of the board must be voted on affirmatively by a majority of the voting members of the board before they can become effective.

VIII. All minutes and other official records of the board shall be kept as two original type written copies . One copy shall be provided to the Arkansas State Library and the other to be in the possession of the Director of the Plant Board.