

CHARTER REVIEW COMMITTEE
November 18, 2019

COMMITTEE MEMBERS PRESENT: Peter Dunlop, Judith Whiteside, Jacqui Nichols, Kim Shaver-Hood, Bob Fichtenmayer, Nan Evans, MaryAnn Silva and Holli Van Nest

Call meeting to order

Whiteside called the meeting to order at 6:30 p.m.

Roll call

Van Nest read the roll call of members present.

Approval of minutes

Fichtenmayer moved that the minutes from the November 4, 2019 meeting be approved, seconded by Nichols. Motion carried – 5-0-1.

A general discussion was held regarding a question from Bob White of WCTV who asked Whiteside whether the committee wanted to have all meetings recorded. This item was not on the agenda, and a vote was not taken but the sense of the meeting was the committee did not think it was necessary, understanding that any major items that come up, we would send information to the press. Whiteside will convey this to White.

New Business

In beginning this discussion, committee members became aware that various members had different versions of the Charter, as there may be multiple links active on the website. Silva will research where the 2018 version is and send the link to the Clerk to disseminate to the committee.

Committee members agreed we need to review what is in the Charter, discuss what might need to be changed or added, and flag any potential items that would need to be addressed in the future. The By-laws will need to be reviewed as well to ensure they align with the Charter. Our first priority in our work will be content. We agreed that the end goal is a user friendly document that is readable both online and in print form. We hope to achieve this by addressing four key issues throughout our work: clarity, form, format and structure.

We discussed the importance of having an index for the Charter and the By-laws. In providing one, it will be important to ensure that the index matches the content of the Charter and the By-laws.

All members are asked to read the Charter, the By-laws and the Open Meeting Law prior to the November 25, 2019 meeting, and highlight any areas that might be issues, or where clarifications or changes might be needed. We will begin our work by discussing the Charter first, and potentially dividing the articles among members to have each article have 2-3 members who focus on 2-3 articles each.

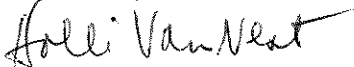
Any other business

Whiteside reminded the Committee that our appointments to the Committee expire May 2020. We are charged to speak at the Town Meeting on April 22, 2020. It is likely that substantive changes will need to be presented at the October 2020 Town Meeting, in which case, our appointments will need to be extended. It was agreed that Whiteside will bring a letter to the next meeting for us to authorize signing and sending it to the Board.

Adjournment

Dunlop moved to adjourn, seconded by Shaver-Hood. The meeting adjourned at 7:55 p.m.

Respectfully submitted,



Holli Van Nest

Approved 11/25/19