

MINUTES OF THE MEETING (11/9/10) – (Draft: BF)

PRESENT: Tor Hyams (Chair), Jessie Kornberg, Rosemary DeMonte, Mark Mauceri, Barbara Ferris (staff).

1. Call to Order. 7:18 PM

2. Public Comments on Non-Agenda Items: None.

3. Approval of Minutes from October 4, 2010

MOTION (to approve): Kornberg

SECOND: Mauceri

OBJECTIONS: None. Mauceri: correction of typos.

ABSTAIN 1 (DeMonte)

PASSED by consensus (with typo corrections).

4. May appointment discussion. Action as appropriate.

Hyams: Despite having put this on the agenda, he is not prepared at this time to make recommendations re appointment procedure. Opens the floor for suggestions.

Mauceri: Presents document “Discussion Starter for GGPNC Board Composition”.

Hyams: Reiterates that, as currently stated in the GGPNC bylaws, the board must appoint 9 new members in May, 2011.

Mauceri: Bylaws currently state board composition. This could be changed per previous board discussion. The document submitted is a discussion starter only. Lists elected city offices that require core competency [see addendum to these minutes]. Skill sets are necessary. Electing district reps clearly works. Board has not clearly defined the appointed seat roles, requirements and responsibilities. When original board set up appointed seats it was clearly the intention to line up with certain city departments.

Kornberg: States that should the Board change the bylaws there is no election in May.

Ferris: This discussion is to explore if the composition of the board is changed how would it change and what would be needed to better serve the community.

Mauceri: re at-large reps. Feels at-large reps have value and could easily be elected, however this loses an opportunity to appoint persons with needed skill sets. We won't always be fortunate enough to have specific expertise or special knowledge and experience, such as legal, or city acumen. These seats should be appointed. It cannot be guaranteed that expertise will be a natural outcome of the election process. Therefore, the board should have the option to appoint someone with a legal background such as a parliamentarian, etc.

DeMonte: In her research she found that there should be no majority of specific groups on the board. For instance, residential representation might be considered a majority.

Ferris: Isn't that to prevent homeowner associations or other existing civic groups from dominating a neighborhood council?

Kornberg: City Charter states three categories of stakeholder: resident, business and property owner. The idea is to produce a balanced mix of these. No one group of any one of these should form a majority of any NC board.

Hyams: This is not an appropriate discussion for this agenda item. This discussion would be more appropriate for item 7. This item is for procedure for appointments.

Kornberg: Suggests talking about timeline then.

DeMonte: Need to do this before May board meeting.

Mauceri: We need to consult the bylaws. The appointment is triggered by the election of the ten District Representatives. **Hyams:** [Consults bylaws and date of last seating of

elected representatives.] That dictates May 14 as the date to appoint.

Hyams: Application deadline would be April 23

Ferris: Suggests a joint meeting with Outreach to coordinate activities leading to appointments.

Kornberg: This committee (R&E) needs to devise process to submit to board no later than January.

Hyams: (consults calendar) Applications available Feb. 16.

Kornberg: Outreach will need to have budget allocation for newsletter no later than January board meeting.

Hyams: does this need to be a motion?

Mauceri: Just make the timeline as a report at the next board meeting. We need to look at the procedures from last time and see how they need improving.

Initial timeline outlined as follows:

Mid January: Appointment process submitted to Governing Board

Early February: Newsletter announcing appointment process & applications:

February 15: Application design and posting

February 16: Applications to be available online

April 23: Application Submission Deadline

May 14: Appointments made

5. Committee Chair responsibilities, including committee lists, ethics training, meetings and reporting to Governing Board. Discussion and action as appropriate.

Kornberg: When bylaws were assigned she got the committee section. At the last discussion of this committee it was felt that committee related issues should be standing rules rather than bylaws. An easily referenced committee chair guideline would be helpful and appreciated. This could be online and emailed. Would like to talk about what we want committees to do and how we would like them to do it. Proposes that committees be required to meet once a quarter and report to the board at least once a quarter.

Mauceri: Agrees that these don't need to be bylaws. One of the headings of the developing Standing Rules is "Committees". This is a good approach. It is in the bylaws that a committee must meet at least four times a year but it says nothing about reporting to the board. More needs to be clarified.

Hyams: In favor of creating a list of things committees and committee chairs must do but he's not in favor of redundancy. It's not necessary to ask the board to approve what has already been approved.

Kornberg: A best practices memo might be the best thing.

Ferris: Suggests a guideline document for committee chairs.

Mauceri: We will end up with too many documents. It's best as this point to refer new board members and new committee chairs to standing rules.

MOTION (Kornberg): to adopt a new standing rule requiring every committee of the GGPNC to meet once a quarter of the fiscal year, report to the board once a fiscal quarter of the fiscal year, and report to the budget committee once a fiscal quarter of the fiscal year.

Second: Mauceri (for discussion).

Kornberg: This needs an effective date of Jan. 2011.

MOTION TO AMEND (Mauceri): "Effective January 1, 2011, all committee chairs shall observe and comply with all current GGPNC Bylaws, standing rules, policies and

procedures;

- And shall convene and hold a committee meeting,
- And report on committee activities to the Governing Board,
- And report to the Budget and Finance Committee

At least once within each fiscal quarter.

• In addition, committee chairs shall be responsible for ensuring accurate meeting minutes are recorded and posted in draft form on the GGPNC web site before convening a subsequent meeting of that committee..”

SECOND: Demonte

OBJECTIONS: None

PASSED: by consensus.

6. MOTION:

The GGPNC resolves that any and all committee chairs who have not posted proper meeting “minutes” to date now has 30 days from the passing of this motion by the Governing Board to post all meeting minutes, either “approved” or in “draft” form to the GGPNC web site, the failure of which will result in automatic suspension of said committee until the minutes are posted.

MOTION WITHDRAWN by maker (Hyams): because this item was adequately addressed in previous item (see Item 5 of this meeting).

7. Bylaw amendments. Discussion and action as appropriate.

Hyams: States that Stakeholder John F. John, Jr. submitted a public comment in writing (email) to register an objection: this agenda item, as listed, is too vague. In future, items should be stated with more specifics so that stakeholders can know what is being considered.

Mauceri: Reintroduces “Discussion Starter for GGPNC Board Composition” document. He feels that the composition of the board is an extremely important thing for the board the address this next year. This should be a priority. Would like to discuss what positions should be elected and what should be appointed (if any).

Kornberg: Her research indicates that, according to the City Charter, no single stakeholder group can form a majority of the board: residential, business, property owners. How do we assure access to engagement? New NC in Westwood is best model.

DeMonte: Many NCs have different ballots depending on declared stakeholder status; one for factual basis and one for self-affirmation.

Kornberg: City council is currently reconsidering stakeholder status. This could change.

Mauceri: Asked for clarification re Kornberg’s idea for board composition.

Kornberg: Her model would be 25 members, all elected, five for each district with seats within the districts delineated for specific focus, for instance planning & zoning, public safety, business, homeowner, renter, etc.

Mauceri: This runs the risk of balkanizing the districts. A lot of these issues were likely discussed during the formation of the GGPNC.

Ferris: Suggests the simplest, least wrenching change would be simply adding one more elected district representative to each district and having four at-large appointed

members that the board could fill with specific expertise needed in an advisory capacity (such as governmental or legal guidance) or for expertise needed to conduct routine board business (such as IT or marketing skills).

DeMonte: Worries that under either of these models, some community interests would not be represented.

Mauceri: We should look at best practices and digest the options more before forming a recommendation to take to board for discussion.

MOTION (Mauceri): To continue discussion next meeting.

SECOND: Kornberg

OBJECTIONS: None

PASSED by consensus.

8. Other Comments and Announcements: NONE

9. Adjourn: 9:47