

Charter Commission First Meeting Agenda 11/18/2018 1-3pm

Called to Order:1:05pm

Attendance: Jenn Estes, Rani Conger, Paul Brasket, Shelly Beeba, Deb Walsh, Pam Park Curry, Kelly Parks, Dick Busick, Evan Harker

1. Get to know each other
2. Meeting Expectations & Conduct Covenant –Nina
 - a. Respectful Language
 - b. Time Boxing
 - c. Efficacy
 - i. Method to end debate or to table items
 1. Safe word... “Supplies”
 2. Responsibility of commission chair?
 - d. Transparency
 - i. For residents and for each other
 - e. No idea is a bad idea
 - i. No idea shut down until merits are examined
 - f. Incorporate resident input
 - g. Structure with flexibility to adapt to incoming issues
 - h. Attendance expectations
 - i. Communicate availability
 - ii. Meetings will start in a timely manner
 - i. All expectations hold for all meetings, General, Committee, public hearing etc....

Communication

3. Commission Chair? Vice Chair?
 - a. Expectations
 - i. Organize work
 - ii. Keep commission on task
 - iii. Organize Committees
 - iv. Lead Commission communications
 - v. Liaison for community and commission
 - vi. “Spokesperson”
 - vii. Report to Council
 - b. Election: Self Nominated, Brian, Rani, Kelly
 - i. Voting:...Rani - Chair, Kelly – Vice Chair
4. How to fill empty seats on commission
 - a. Follow council method
5. Legal Counsel.
 - a. Gene Hollins

- b. Frost Brown Todd (but not Gene)
 - c. Other options
 - Sub Committee created to explore option and make recommendation. Members Deb, Kelly, Shelly
6. Meetings
- a. Types of Meetings
 - i. Public Hearings
 - ii. Work Sessions
 - iii. Sub Commission Meetings – need to be public
 - b. Meeting Procedures.
 - i. Minutes
 - ii. Attendance
 - iii. Location
 - 1. Community Building
 - 2. Church on Jordan?
 - 3. Harthorne if needed(Cost concerns)
 - c. Schedule and Cadence
 - i. Booking Community building for every Thursday going forward.
 - d. Live stream meetings
 - i. To minervaparkcharter.com
7. What tools/resources do we have at our disposal?
- a. Village email addresses We will get village e-mails by 11/20
 - b. Shared storage
 - i. One drive
 - c. Website
 - i. Minervaparkcharter.com
8. How are we going to eat his elephant?
- a. Committees?

Next Meeting. 11/25 1pm-3pm Complete organizational meeting
 Takeaway- Legal Counsel Selection committee
 Kelly- Write up for new member selection to mayor by 11/19 EOD
 Mayor- to get e-mail addresses for Commission
 Mayor – Room Reservation for Thursdays.
 Brian – Redo minervaparkcharter.com

Adjourned 2:58