

Meeting Minutes – BCCRC

Meeting Information

Occasion:	Bexley City Charter Review Commission - Initial Meeting		
Date:	11/11/2019	Location:	Bexley City Hall Conference Room
Time:	6:00 PM - 8:00 PM	Meeting Type:	Public Charter Review Meeting
Called By:	Marc Fishel	Facilitator:	Marc Fishel and John Offenberg
Timekeeper:	None	Note Taker:	None
Submitted by:	Rush Witt	Approved by:	None
Attendees:	Marc Fishel, John Offenberg, Jim Wilson, Sam Marcellino, Becky Guzman, Larry Long, Bethan Hahn-Ambrosius, Stephanie Wilson, Ed Merritt, Mark Masser, Mic Foster, Steve Grossman, Rachel Laing, Eloise Buker, Ira Kane, Rush Witt		

Agenda Items

	Presenter	Time Allotted
1 Welcome	Marc Fishel	Unspecified
2 Introductions	Individual Members	Unspecified
3 Review of Sunshine Law and Public Records Requirements	Marc Fishel	Unspecified
4 Charter Review Legal Process	Marc Fishel	Unspecified
5 Other Issues Rules for Charter Review Commission Appointment of Chairperson Future Meetings Process to Review Charter Provisions	Marc Fishel	Unspecified

Decisions and Details

- Marc Fishel confirmed contact information for all commission members.
- Marc Fishel provided an overview of the Sunshine Law and requirements for handling public records. Records of commission meetings are public record, with the exception of personal notes taken by commission members. Any document, device, or item that is received within a public office in observance of city operations is considered a matter of public record and must be preserved as such. Emails between members about substantive issues are potentially public record. Marc Fishel urged commission members to exercise wisdom in such interactions, and commission members were asked to notify Mark Fishel of pertinent, substantive items, in case a future records request is made. It was established that a majority of the commission can not discuss substantive issues about the Charter Review outside of the official meeting on record, or in exclusion of other members. Furthermore, members must attend meetings in person (not by phone, video conference, etc. However, appointed working groups are allowed to meet by their preferred medium.
- Marc Fishel provided a basic overview of the City Charter and how past changes were recommended to City Council, as well as the role of Home Rule Authority. When the commission finishes their review of the charter, recommendations will be submitted to City Council. And City Council will on each amendment to determine if it will be placed on a future election ballot. It is expected that no final decisions will be made until a November 2020, and no relevant election voting will occur until 2021
- Marc Fishel raised an initial issue for consideration, asking how the commission will handle future dialog between City council members or community residents who wish to raise questions or offer recommendations to the commission group. A working group to propose guidelines for receiving community or City Council input (including residents and council members who wish to express their opinions in person) was appointed by the Chair (John Offenberg). The work group (not a committee) includes Jim Wilson, Sam Marcellino, and Rachel Laing; John Offenberg will contribute his thoughts to the work group discussion.

- 5 Mayor Ben Kessler entered the meeting to thank the commission members and express the importance of the City Charter Review Process.
- 6 John Offenberg was elected to Commission Chair and Jim Wilson to Commission Vice-chair, both by unanimous voice vote.
- 7 The topic of meeting minutes was discussed. In the past, Bexley City Hall provided a paid transcriptionist to record minutes during the meetings, and with the assistance of an audio recording of each meeting. Marc Fishel agreed to explore the possibility of this service for the current commission meetings. Appointment of a Secretary position was discussed in general, but a discussion about appointing a specific person was deferred until the City's provision of a stenographer/minute-taker is decided.
- 8 Once appointed as Chair, John Offenberg recommended the commission observe Roberts Rules of Order for all future meetings. The commission unanimously voted in the affirmative.
- 9 A motion by Larry Long and a second by Steve Grossman was made to decide that the commission would establish a quorum requirement for commission business. The motion was unanimously carried.
- 10 Steve Grossman made a motion to require majority vote of the quorum, and the motion was seconded by Eloise Buker. Larry Long interjected a preference that a full majority vote be required on all major decisions. Jim Wilson made a motion that a two-thirds majority vote of the entire commission be taken on all recommendations to City Council. The motion was seconded by Larry Long and unanimously carried.
- 10B Members agreed to utilize voice vote method, with the exception that any member may require an individual vote when concerned that a voice vote would be insufficient.
- 11 After brief discussion of schedules, a motion by Jim Wilson and second by Mic Foster was unanimously carried that future meetings would occur on 1st and 3rd Mondays of each month, until the Charter Review is completed. A regular meeting place was recommended by Eloise Buker, but no final decision was reached. Appointed working groups are free to meet when and where they please.
- 12 A motion by Steve Grossman that meetings occur from 7-9 pm was carried.
- 13 John Offenberg requested that all members be addressed by first names, for ease and clarity of meeting audio records. All agreed.

New Action Items

		Responsible	Due Date
1	Explore with Mayor Kessler the provision of a stenographer/minute keeper for all future meetings	John Offenberg and Marc Fishel	11/18/19
2	Preparation of Agenda for Meeting on 11/18/19	John Offenberg	11/18/19
3	Research and discussion of a process by which to receive outside input from persons such as community residents and City Council members	Jim Wilson Work Group w/Sam Marcellino and Rachel Laing	11/18/19

Other Notes & Information

Rush Witt requests that John Offenberg review these minutes for decision errors or omissions of attendees present.