

# Meeting Minutes – BCCRC

## Meeting Information

<b>Occasion:</b>	Bexley City Charter Review Commission - Meeting 2		
<b>Date:</b>	11/18/2019	<b>Location:</b>	Trinity Seminary 217
<b>Time:</b>	7:00 PM - 9:00 PM	<b>Meeting Type:</b>	Public Charter Review Meeting
<b>Called By:</b>	John Offenberg	<b>Facilitator:</b>	John Offenberg
<b>Timekeeper:</b>	None	<b>Note Taker:</b>	Rush Witt
<b>Submitted by:</b>	Rush Witt	<b>Approved by:</b>	None
<b>Attendees:</b>	Marc Fishel, John Offenberg, Jim Wilson, Sam Marcellino, Larry Long, Bethany Hahn-Ambrosius, Stephanie Wilson, Ed Merritt, Mark Masser, Mic Foster, Rachel Laing, Eloise Buker, Ira Kane, Rush Witt, Grant Bacon (assisting Marc Fishel), Bill Harvey (Presenter) (Absent: Steve Grossman, Becky Guzman)		

## Agenda Items

	Presenter	Time Allotted
1 Call to Order	John Offenberg	Unspecified
2 Attendance - Quorum	All	Unspecified
3 Review of Minutes from November 11, 2019	John Offenberg/ Eloise Buker	Unspecified
4 Report by Chairman, John Offenberg	John Offenberg	Unspecified
5 Report by Vice Chairman, Jim Wilson	Jim Wilson	Unspecified
6 Report by Secretary, Rush Witt	Rush Witt	Unspecified
7 Invited Guests		Unspecified
Bill Harvey, Bexley Auditor Charter Change Suggestions Collected Since Last Charter Commission	Bill Harvey	Unspecified
8 Old Business		Unspecified
Mission Statement or Equivalent	Jim Wilson	
Report from Process Work Group	Jim Wilson	
Meeting Calendar	John Offenberg	
Report on Meeting Room Accommodations	Marc F, Rush Witt	
Discussion on Handling of Minutes	Marc Fishel	
Report on Organizational Chart	Marc F, Jim Wilson	
Report on Online Presence		
9 New Business		Unspecified
Further Discussion of Bill Harvey's List of Suggestions		
Getting Our Message out to Our Community		
Comments from Commission Members		
Suggestions for Next Meeting's Agenda		
10 Possible Time for Guests to Speak		Unspecified
11 Adjournment	John Offenberg	Unspecified

## Decisions and Details

- 1 Eloise Buker facilitated discussion of quorum and voting procedures (reflected in section 10 of the minutes from 11/11/19). Commission members agreed to proceed as stated in section 10.
- 2 Approval of 11/11/19 Minutes
  - Mic Foster motion, Jim Wilson second, carried unanimously
- 3 Report by Chairman, John Offenberg
  - Nothing New
- 4 Report by Vice-Chairman, Jim Wilson
  - Nothing New
- 5 Report by Secretary, Rush Witt
  - RushWitt suggested commission members work together to identify language which needs clarification.
- 6 Presentation by Bill Harvey, Bexley Auditor
  - Bill Harvey distributed a list of 17 suggested charter changes which had been submitted since the last commission. Bill gave commentary on the list and reminded that the commission may freely decide amongst itself what to do with these suggestions.
- 7 John Offenberg suggested a work group form to develop a mission statement or functional equivalent for the current commission. Ira Kane and Eloise Buker volunteered to participate.
- 8 A report was given by the previously established work group for research and development of a procedure for receiving public input. A draft was handed out which covered Opportunities for Input, Invitations and Process for Input from public officials, department heads, city commissions, and citizens, as well as General Procedures for public input.
  - A suggestion was made to expand the categories of public input to include groups such as school board members.
  - A suggestion was made to add language which clarifies that public input may be received in writing, in lieu of presenting the input in person. It should also be noted that the draft process urges all public input to include a written component to ensure clear communication and record the input (i.e. anyone who addresses the commission in person should also provide written statement of their input).
  - The work group intends to return a revised procedure at the next meeting.
  - John Offenberg suggested the commission operate according to the draft until the final procedure is approved. All members agreed.
  - Jim Wilson will contact Sam Metcalf (City Hall) about developing an online system to receive public input, as well as to establish an online presence for the commission to encourage public input.
  - John Offenberg thanked Jim, Sam, and Rachel for their quality work developing the procedure.
- 9 Jim Wilson led a discussion of a possible calendar for forthcoming commission meetings.
  - A printed calendar was provided, highlighting 1st and 3rd Mondays through 2020.
  - Sam Marcellino motioned to move meetings in Nov 2020 to 9th and 23rd, Larry Long seconded, carried.
  - Larry Long motioned to move future meeting set for Labor Day 2020 from Sept 7 to Sept 14, Ira Kane seconded, carried.
  - Any absences may be announced via email to all members.
- 10 John Offenberg shared that a contract (without charge) was signed with Trinity Seminary, which allows the commission meetings to continue on campus through 2020.
- 11 John Offenberg led a discussion on procedure for handling meeting minutes. He reported that Mayor Kessler agreed to provide a stenographer to prepare minutes for future meetings. He also asked if someone from the commission would oversee electronic records obtained from stenographer, distributed to commission, kept on file, and delivered to Debbie Maynard so she may post them online after they are approved by vote.
  - Rush Witt offered to oversee the minutes in these ways.
- 11 John Offenberg opened discussion about initial charter issues which the commission sees as most important.

Further discussion of Bill Harvey's list:

- Mark Masser highlighted the issue of term limits as detailed in the current charter.

- 12** Jim Wilson suggested that the commission use the December meetings to listen to City Council members who are willing to share their suggestions at the meetings. The commission agreed this approach will provide helpful initial input for prioritizing topics of discussion/review moving forward. Mayor Kessler and City Council members will be asked to attend the next two meetings.
- Marc Fishel suggested purchasing the National City Charter Template to help guide discussions.
  - Mark Masser recommended inviting Finance Director, Beecher Hale to attend with Auditor Harvey when we next hear from the Auditor

### **New Action Items**

	<b>Responsible</b>	<b>Due Date</b>
<b>1</b> Public Input Procedure Work Group to Prepare a Final Draft	Jim Wilson, Rachel Laing, Sam Marcellino	12/2/19
<b>2</b> Invitation of Guests to Present at Next Meeting	John Offenberg	12/2/19
<b>3</b> Commission Members to Think about Charter Review Points Most Interest Them		12/2/19
<b>4</b> Work Group	Ira Kane, Eloise Buker	

### **Other Notes & Information**

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