



Charter Review Advisory Board Meeting Minutes
June 12, 2023

Table with 2 columns: Category (Meeting Time & Adjournment, Members Present, Members Absent) and Details (Called to Order, Adjourned, Member names and roles).

- 1. Call to Order
2. Roll Call
3. Approval Minutes
a. Motion to approve minutes with amendments to attendees and future meetings made by Kyle Klemp
b. Seconded by Joseph Dugan
i. Aye Votes: All
ii. Nay Votes: None
4. Public Comment
a. One Public Comment
i. Dave Buck
5. Governance (action items)
a. None
6. Member Discussion & Questions
a. None

7. New Business

- a. Presentation on Preliminary Survey Results - Joseph Dugan
- b. Discussion on June 29th Listening Session - Joseph Dugan
- c. Discussion on Charter Article 4 - Proposed Administration Language Revision

8. Old Business

- a. Discussion on Future Public Engagement
- b. Drafting Final Charter Advisory Review Board Report (sample links to reports are below)
 - i. Draft Prototype Report
 - ii. Amerherst,Massachusetts
 1. https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example_amherstfinalreportandhomerulecharter.pdf
 - iii. Beverly,Massachusetts
 1. https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example_beverly022022charterreviewcommitteefinalreport.pdf
 - iv. Newton,Massachusetts
 1. https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/EXAMPLE_Final_Report_NewtonMA.pdf
 - v. Everett,Washington
 1. <https://www.everettwa.gov/DocumentCenter/View/6524/Final-Report?bidId=>
- c. Questions/Comments/Discussion Related to any Previously Reviewed Charter Articles

9. Consider Agenda Items for the Next Meeting

- a. Preparation for Voting on Amendments to Send Forward to Council
- b. Preparation of any Member Remarks to include in the Report to Council

10. Future Meeting Dates

- a. Review updated Charter Review Advisory Board Schedule
- b. Next meeting dates
 - i. June 27
 - ii. July 10
 - iii. July 25

11. Adjournment

- a. Motion to adjourn made by Paul Dribbin
- b. Seconded by Matthew Hile
 - i. Aye Votes: All

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ii. Nay Votes: None

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