



**Boards and Commissions Task Force
Minutes
Diamondback Terrapin Conference Room
Meeting No. 09-19
Thursday, May 16, 2019, at 7:00 PM**

Commissioners Present: Steven VanGrack, James Hedrick, Jack Kelly, Ben Parry, Anne Hebster, Lorraine Tarnove, Anne Goodman, John Becker (appeared by phone)

Commissioners Absent: Anita Powell

City staff: Niles Anderegg, Marylou Berg, Jackie Mobley

I. Convene

Meeting convened at 7:04 p.m.

II. Minutes

April 25, 2019, Meeting 08-19 - Approved

III. Data Accumulation

Commissioner Hedrick stated that data accumulation has been significant, and they have a lot of data; he also discussed concluding the interview process with two interviews remaining.

IV. Dashboard Application

Commissioner Parry presented the Dashboard application and the current data collected, which includes actual recommendations.

Action item – Board will review comments and propose recommendations for each board/commission.

V. Guidelines and procedures

The Taskforce reviewed draft documents of both the guidelines and the procedures and provided feedback to Commissioners Kelly and Hebster to incorporate into the next drafts.

VI. Report Preparation

The Taskforce discussed the format and other details of what the final report will look like; **Commissioner Parry** agreed to create a template for the report.

Future Meetings

Thursday, May 30, 2019

Black-Eyed Susan conference room (3rd floor)

Tuesday, June 4, 2019

Red Maple Conference Room (2nd floor)

Tuesday, June 18, 2019

Black-Eyed Susan conference room (3rd floor)

Adjournment

With no further business to discuss, the meeting adjourned at 8:35 p.m.