



**Boards and Commissions Task Force
Minutes
Red Maple Conference Room
Meeting No. 20-19
Wednesday, September 18, 2019, at 7 p.m.**

Task Force Members Present: Steven VanGrack, Lorraine Tarnove, John Becker, Jack Kelly, Anne Herbster, Anne Goodman, Ben Parry

Task Force Members Absent: Anita Powell, James Hedrick

City Staff: Niles Anderegg, Cindy Walters, Jenny Kimball, Jackie Mobley

I. Convene

Meeting convened at 7:01 p.m.

II. Minutes

September 11, 2019 meeting 18-19 – Approved

Motion: To approve the minutes

Moved: Task Force Member Becker

Seconded: Task Force Member Goodman

Vote:

For: 7 (VanGrack, Tarnove, Becker, Kelly, Parry, Goodman, Herbster)

Against: 0

III. Final Report Discussion

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Chair VanGrack led a discussion on the order and contents of the Final report. The Taskforce agreed to a general outline to be followed in future drafts.

Report introduction

Task Force Member Tarnove explained that the new introduction is shorter based on the feedback from last week's discussion on the introduction. Also, the Task Force requested that staff update the intro table on boards and commissions to make it as accurate as possible.

Evaluation Criteria

The Task Force discussed the evaluation section of the report in detail and made edits to this section. The Taskforce agreed that they should try to keep each part of the evaluation section as brief as possible without artificial limits. **Action Items:** Task Force Member Tarnove, and Kelly agreed to edit this section over the weekend.

Recommendations

The Task Force discussed the recommendations from the dashboard and how the recommendations would fit in the overall report. Task Force member Tarnove agreed to send out the rough draft of the recommendations that she and Task Force Member Kelly had worked on to the whole Task Force.

New Boards and Commissions

The Task Force discussed the proposed new boards and commissions and agreed that at the next meeting they would vote on which new boards and commissions should be put forth in the Report. **Action item: Task Force Member Becker** agreed to put all the proposed new boards and commissions through the evaluation process that the task force created.

Modifications to Current Boards and Commissions

The Task Force reviewed the modifications to current boards and commissions and made edits to the current draft. The Task Force asked staff to compile these edits into a second draft for review at the next meeting.

IV. Future Meetings

Wendsday , September 25, 2019—Glenview Mansion (10:00 AM-12:00 PM)

Wednesday, October 2, 2019—Black-Eyed Susan Conf. Room (7:00-9:00 PM)

V. Adjournment

With no further business to discuss, the meeting adjourned at 9:05 p.m.