



**Boards and Commissions Task Force
Minutes
Black-Eyed Susan Conference Room
Meeting No. 19-19
Wednesday, September 11, 2019, at 7 p.m.**

Task Force Members Present: Steven VanGrack, Lorraine Tarnove, John Becker, Jack Kelly, Anita Powell, James Hedrick, Anne Herbster

Task Force Members Absent: Anne Goodman, Ben Parry

City Staff: Sara Taylor-Ferrell, Niles Anderegg, Cindy Walters, Jackie Mobley

Guest: Judy Rudolph

I. Convene

Meeting convened at 7:01 p.m.

II. Minutes

September 4, 2019 meeting 18-19 – Approved

Task Force members Kelly and Herbster provided edits to the minutes for the September 4th meeting.

Motion: To approve the minutes as amended

Moved: Task Force Member Becker

Seconded: Task Force Member Kelly

Vote:

For: 7 (VanGrack, Tarnove, Becker, Kelly, Powell, Hedrick, Herbster)

Against: 0

III. Dashboard Application Review

The Task Force decided that with the absence of Task Force member Parry, this agenda item will be tabled to a later meeting.

IV. Final Report Discussion

Report introduction

Task Force Member Tarnove led a discussion on the introduction and task force members made editorial changes to the text of the introduction that will be reflected in the final report.

Report Next Steps

The task force discussed the next step in completing the final report.

The task force agreed that Task Force member Tarnove should have full editorial control over the final report.

Motion: To give Task Force member Tarnove full editorial control over the final report.

Moved: Becker
Second: Herbster

Vote:
For: 7 (VanGrack, Tarnove, Becker, Kelly, Powell, Hedrick, Herbster)
Against: 0

The Task Force also discussed and approved an updated timeline for the Task Force to deliver its final report. The timeline is as follow:

- a. The first draft of the report due by September 16
- b. At the September 18 meeting the Task Force will have comments on the first draft
- c. The second draft is due September 23 second draft
- d. September 24 meeting the Task Force will have the comments on the second draft
- e. October 1 Final draft due to the Task Force
- f. October 2 to approve of the final draft of the report.

Action Item: Task Force Member Kelly agreed to focus on preparing the recommendations for the final report.

V. Future Meetings

Wednesday, September 18, 2019—Red Maple Conference Room (7:00-9:00 PM)

Tuesday, September 24, 2019—Red Maple Conference Room (7:00-9:00 PM)

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

VI. Adjournment

With no further business to discuss, the meeting adjourned at 8:58 p.m.