

Rules Committee Meeting Minutes  
November 2011

Rules Committee held a meeting on Nov 16, 2011. Eileen Fournier and Sharon McCormick attended the meeting. Kim Hirschberg was absent.

The Rules committee discussed

1. CAG meeting attendance. To date 4 stakeholder positions have been poorly represented at the CAG meetings for this year. They are: Whitemarsh, Lower Gwynedd, Mercer Hill Village, and West Ambler Civic Association. Rules Committee recommends that a letter should be drafted to the stakeholders in an attempt to solicit their intent of continuing participation in the BoRit CAG. Rules Committee believes that such a letter should come from the BoRit CAG Co-chairs. Since the BoRit CAG is currently operating within and not exceeding the agreed upon number of members, and that there has not been a request to create a new stakeholder position, we believe it is not necessary to dismiss any stakeholder positions at this time. Rather we would simply like to know if the members seated in the above 4 desire to continue to participate in the BoRit CAG.

2. Every October reorganizational meeting should have time devoted to attendance issues due to current rules indicating that stakeholder seats in jeopardy of dismissal need a 2 month notice, in writing, before a stakeholder member can be dismissed. We formerly are requesting that all OCT reorganizational meetings devote time for attendance issues. Currently the Rules state that they are to be notified in November. Since the CAG does not meet in November, Rules Committee is recommending the language in the rules page 5 1st paragraph be changed from " Notification will be made at the November meeting of an upcoming election to fill a likely vacancy." to "Notification will be made 2 months prior to an upcoming election to fill a likely vacancy"

3. Meeting Minutes. There is concern regarding lack of a formal note taker, lack of drafting meeting minutes in a timely fashion, and lack of a procedure for distributing draft minutes for correction. Rules Committee has concerns that the meeting minutes will be drafted even later now that we are meeting every other month. Rules Committee recommends that a formal procedure be put in place regarding meeting minutes and that a dead line for rough draft minutes be established for CAG distribution for corrections. We recommend that the drafts be written by one person only and corrected by that same person. We believe this will help to establish continuity in the writing style thus making it easier to understand.

4. Sharon McCormick is to ask the co-chairs for time on the agenda to discuss stakeholder members in poor attendance and a letter to be written soliciting their intent to continue participation in the BoRit CAG, adopting time to be set aside every Oct reorganizational meeting to discuss attendance, proposal and approval of the above mentioned Rules change to page 5 paragraph 1, and a request for discussion of a formal procedure to be established for meeting minutes