# MEMORANDUM
## Administrative Services

*Town Clerk* *Risk Management* *Human Resources*

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|---|---|
| TO: | Robert Rawls, P.E., Interim Town Administrator |
| FROM: | Janet Gale, Office Assistant |
| THROUGH: | Barbara McDaniel, CMC/AAE, Assistant Town Clerk |
| THROUGH: | Gail Reinfeld, CMC/AAE, Administrative Services Director |
| DATE: | June 14, 1999 |
| SUBJECT: | Open Space Advisory Committee Term Expirations |

Resolution R-95-208 established the Open Space Advisory Committee and provided a one year term for the Committee and its members. This term is set to expire at the end of July 1999.

Each Councilmember has two exclusive appointments. Listed below are the current members and the number of meetings missed during their current term on the Committee:

| Members | Absences | Appointed by |
|---|---|---|
| Debbie Carr | 2 | Cox |
| George Greb | 1 | Venis |
| Robert Hoth | 1 | Venis |
| Orlando Huguet | 3 | Bush |
| Anna Marie Patella | 1 | Paul |
| Christina Pellicane | 0 | Bush |
| Barbara Rosen | 3 | Weiner |
| Sandi Switzer | 0 | Cox |
| Toni Webb | 1 | Paul |
| Joy Yoder | 0 | Weiner |

Please note that the Committee has held six meetings during its current term and that none of the members have abstained from voting. All the members of the Committee have been contacted and, with the exception of Ms. Rosen, have expressed their desire to continue serving the Town in this capacity.

Please be reminded that pursuant to FSS 112.3145(7), appointing officials (Council) shall notify each newly appointed official (which is defined to include appointees to a board) of his/her duty to comply with disclosure requirements prior to the date of the appointment.

I would appreciate it if these appointments could be placed on the Council agenda at your earliest convenience.