

CHARTER REVIEW BOARD MINUTES
AUGUST 7, 2012

1. ROLL CALL

The meeting was called to order at 6:02 pm.

Present at the meeting were Donna Evans, Todd Evans, Ellen Christopher, Chris Love, Jim Moore, Tom Truex, and Town Clerk Russell Muniz recording the meeting. Sidney Calloway, Nan Gault, and Harry Venis were absent. Also in attendance were Councilmember Susan Starkey, and Town Administrator Richard Lemack. Mayor Paul arrived later in the meeting.

2. SELF-INTRODUCTIONS

Members present introduced themselves and spoke briefly about their backgrounds.

3. SELECTION OF CHAIR

Ellen Christopher made a motion, seconded by Jim Moore to nominate Donna Evans as Chair. All voted in favor. (Motion carried 6-0)

4. SELECTION OF VICE-CHAIR

Tom Truex made a motion to nominate Chris Love. Motion died for lack of a second. Chair Evans made a motion, seconded by Ms. Christopher, to nominate Jim Moore. All voted in favor. (Motion carried 6-0)

5. REVIEW OF CHARTER

Town Clerk Muniz explained where to find the charter on the Town's webpage and where they could find it in the book his staff had created for them. He also explained how previous boards had approached reviewing the Charter. Town Clerk Muniz explained that the review needed to be completed within 120 days per the Charter.

Ellen Christopher asked that the previous charter language, as well as the recommended changes made by the previous board, be provided so that it could be used as a starting point for this review.

Town Clerk Muniz spoke briefly about the Sunshine Law and asked that board members become familiar with the law and adhere to it.

6. MEETING SCHEDULE

A discussion ensued regarding a preferred night to hold board meetings in the future. It was decided to hold off on creating a set schedule, but rather just schedule the next meeting which was set for Thursday August 16th at 6 pm.

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7. AGENDA ITEMS FOR NEXT MEETING

Chair Evans expressed a desire to review the Charter line by line. Vice-Chair Moore suggested that Sections 1-5 be reviewed at the next meeting. Mr. Truex agreed, but felt that Section 6 could be attempted as well. The board agreed that Sections 1-6 would be placed on the agenda for discussion for the meeting on August 16, 2012.

Mayor Paul recommended the suggestions made by staff during the last review be made available to the board.

8. COMMENTS AND/OR SUGGESTIONS

Town Clerk Muniz advised that he would not be in attendance at the next meeting as he would be on vacation.

9. ADJOURNMENT

There being no further business to discuss, Ms. Christopher made a motion, seconded by Vice-Chair Moore, to adjourn. The meeting was adjourned at 6:35 p.m.