

**WHITEFISH LOCAL GOVERNMENT STUDY COMMISSION
CITY COUNCIL CHAMBER CONFERENCE ROOM
DECEMBER 16, 2014**

CALL TO ORDER

Ken Williams called the meeting to order. Members present were Turner Askew, Rebecca Norton and Vanice Woodbeck as the recorder. Richard Hildner was in the audience.

PUBLIC COMMENT

Richard Hildner asked the committee if there were any big or little issues with the Charter that they were concerned about. Turner said that there are some things that need changing in the Charter that are not in compliance. Rebecca said they need to go through the whole Charter and make sure it will work for the next 10 years.

APPROVAL OF DECEMBER 3, 2014 MINUTES

Turner made a motion, seconded by Rebecca, to approve the December 3, 2014 minutes. The motion passed by acclamation.

OLD BUSINESS

Follow-up discussion of recent MSU Workshop: Ken said they have a lot to do if they would like to have anything on the November ballot. The committee members feels there needs some housekeeping done. Ken felt they should maybe have a public hearing to start and hopefully get public input or suggestions on what could work better. Ken asked each member to explain what session they attended at the training and what they learned.

Rebecca said hers was reaching out to the community and getting people more involved. She said they need to educate people on our Charter. They need to reach out to the public and let them know what are government does. Rebecca feels if they could get a list of different organizations in the community and try to educate them and get them involved in the process.

Turner said his session was on how to write a Charter. They looked at different Charters and he bought a book with information on this process. He said they have to be careful about being too specific.

Ken said his session was on documenting on anything that happens. He said to receive any information through their personal e-mail makes it public information so he has asked the City to set up e-mail address through the City. He said if it takes a while to get through this process and one of the committee members has to drop out the Council would be notified and they would appoint a replacement. They have to very open and consistent in the meetings and document everything.

Discussion of Timetable within ninety (90) days of December 3rd meeting pursuant to 7-3-186 MCA:
Circulation of example time schedule from Workshop Handbook: The committee will work more on this timetable at the next meeting.

Follow-up discussion on Ex-Officio Commission Member: Ken said he would go the January 5, 2015 Council meeting and suggest having Vanice Woodbeck be the Ex-Officio Commission Member.

New Business

Adoption of Roberts Rules of Orders: Turner made a motion, seconded by Rebecca, to adopt the Roberts Rules of Orders. The motion passed by acclamation.

Requirement of Public Notice of future Meetings & formats: Ken said he could do a press release for the papers. Vanice will post the agenda on the windows of City Hall, City Manager Stearns will send it out on his vast e-mail list and it will be posted on the web-site.

Establishment of new e-mail addresses for Commission Members: Vanice had Greg Acton set this up already and she gave the information to the committee members.

Brief discussion regarding Montana Statutes regarding Local Government Study Commissions (LGSC): This was moved to the next meeting.

COMMENTS

Public Comment: Richard Hildner suggested doing a timeline starting from the end to the beginning to see if they would be able to get everything done in time for the November election.

Commission Comment: Rebecca said she would like to add a couple of items to the next meeting which are:

1. A list of potential contacts in the community to reach out to with information on the Study Commission.
2. Read over our own Charter and have some suggestion on changes if any.

Ken said the public meetings are very important and we need to ask people to come and comment. We need to really educate the public and reach out to as many as we can so we can get people to come and make comments or suggestions.

ADJOURNMENT: Turner made a motion, seconded by Ken, to adjourn the meeting. The motion passed by acclamation.

The meeting was adjourned at 8:25 p.m.