

Cuyahoga Falls City Council
Minutes of the Ad Hoc Committee Meeting
on Revising Council Rules
March 15, 2010

Members: Diana Colavecchio, Chair
Kathy Hummel
Carol Klinger

Mrs. Colavecchio called the meeting to order at 5:00 p.m. All members were present.

Discussion

The Committee discussed generally the issue of having materials made available for the public to view at council meetings. Mrs. Klinger suggested we outline in the Rules what exactly will be made available. Mrs. Colavecchio suggested we also include what materials will be provided to the Clerk prior to meetings by those persons making presentations, whether paper reports and/or powerpoints. Mrs. Hummel suggested possibly having a laptop available for the public to review the documents Council members receive in their packets.

The Committee reviewed the revised section “Organization” as prepared by Mrs. Klinger. Changes included:

- 1.12 - Put a period at the end of the sentence.
- 1.22 - First sentence – replace the word “do” with “perform”.
- 1.31 - Third line from the bottom of the section, add the words “where applicable”, after the word “President”.
- 1.33 - Put a period at the end.
- 1.42 - Put a period at the end. The words “designated seats for Council” are new.
- 1.45 - The words “Sergeant at Arms” and “Chaplain” are new to this Section. Ms. Jones will work on an attachment to the Rules. We will no longer elect these two positions.

Finally, all of the sub-titles are new.

The Committee reviewed the revised section “Officers” as prepared by Mrs. Hummel. Changes included:

- 2.4 - Delete the words “majority of the members”.
- 2.6 - First line: replace “He” with “The President”.
- Page 2 - Second full paragraph. Discussion regarding the placement of this section in “Legislation” was held. Consensus was to make a final decision after the “Legislation” section was reviewed.
- Page 2 - Third full paragraph. Add the words “Newly Revised” after “Rules of Order”. Discussion took place on who should have a copy of Roberts

Rules. Consensus was that the President, Clerk and possibly President Pro Tem should have a copy and the Finance Director should make them available.

The Committee reviewed the section “3.0 Meetings” for the first time as prepared by Mrs. Colavecchio. Changes included:

- 3.1 - New language was added in the section to include the meeting place at the Natatorium. Also, the last sentence was added to make reference to sunshine laws. This language already exists in “Committees” and therefore the words “and Council Committees” will be deleted from the last sentence. Further, the words “adopted or passed” will be replaced by “considered”. Mrs. Hummel asked that this final sentence be re-written to be stated in a positive format.
- 3.2 - First sentence, the word “shall” to be replaced with the word “may”.
- 3.5 - This section on Executive Sessions is entirely new. Ms. Jones to review the ORC to see if it conforms. Consensus was to keep it in the Rules. In the sixth line from the bottom, the word “or” to be replaced with the word “of”.
- 3.6 - In the last sentence the words “both entrances” will be deleted.
- 3.7 - Add the words “by the Public” to the title. Delete the references to “media” in first and second sentences. The consensus was that section 107.05 is outdated and needs revised. Mrs. Hummel requested that the section be rewritten to be more user friendly. Discussion on whether to charge for advance notice included whether to charge for this – decision was made to refrain from charging.
- 3.8 - This section will be moved to Clerk Duties and expanded.

The meeting was adjourned at 6:15 p.m.