

## BOARD OF ALDERMEN

ITEM NO. D(6)

### AGENDA ITEM ABSTRACT

MEETING DATE: April 4, 2006

**SUBJECT: Review of Guidelines for Selecting Advisory Board and Commission Members**

<b>DEPARTMENT: MANAGER'S OFFICE</b>	<b>PUBLIC HEARING: NO</b>
<b>ATTACHMENTS:</b> A. Guidelines for Selecting Advisory Board and Commission Members B. Excerpt from 3/21/06 Minutes	<b>FOR INFORMATION</b> <b>CONTACT: Sarah Williamson,</b> <b>Town Clerk (918-7309)</b>

#### PURPOSE

For the Board to consider whether to amend the Guidelines for Selecting Advisory Board and Commission Members to require more information from Board chairs explaining their recommendations when they make recommendations for appointments to the Board of Aldermen.

#### INFORMATION

Board and Commission chairs review all applications and interview those applicants for each opening. The current Guidelines for Selecting Advisory Board and Commission Members require that the Board chairs make a written recommendation to the Mayor and Board of Aldermen for appointments to his or her board. This recommendation includes how the selection was made.

At the February 21<sup>st</sup> meeting of the Board of Aldermen, advisory board appointments were made. At that meeting, Alderman Coleman asked that all board chairs summarize qualifications of each applicant to their boards. Since this requirement is not currently included in the Guidelines for Selecting Advisory Board and Commission Members, the town staff is requesting that the Mayor and Board of Aldermen review the current Guidelines and determine whether to revise those Guidelines to include the suggestion made by Alderman Coleman.

#### FISCAL IMPACT

None.

#### RECOMMENDATION

The town staff seeks direction from the Mayor and Board of Aldermen on whether to amend the Guidelines for Selecting Advisory Board and Commission Members.