

BOARD OF ALDERMEN

ITEM NO. B(2)

AGENDA ITEM ABSTRACT

MEETING DATE: NOVEMBER 11, 2008

SUBJECT: Follow Up on Advisory Board Appointment and Training Processes

DEPARTMENT: MANAGER'S OFFICE	PUBLIC HEARING: NO
ATTACHMENTS: A. Resolution B. Summary of Staff Responses to 4/22/08 BOA Inquiries C. Summary of Advisory Board Laws, By-Laws, and Voting Procedures D. Summary of Information about Advisory Board Chair Term Limits in Other Communities E. Minutes of 4/22/08 Meeting F. Guidelines for Appointment and Removal of Advisory Board Members G. Emails from Aldermen Haven-O'Donnell and Coleman	FOR INFORMATION CONTACT: Steve Stewart (918-7315) Sarah Williamson (918-7309)

PURPOSE

The purpose of this agenda item is to present responses to ideas proposed by the Board of Aldermen on 4/22/08 during a discussion of advisory board appointment and training processes.

INFORMATION

Staff was asked at the 4/22/08 Board of Aldermen meeting to prepare responses to the following ideas:

- Videotaped training for new advisory board appointees;
- Ways to get all advisory board agendas and minutes posted in a timely fashion;
- Information on the governing rules and voting procedures of all the advisory boards;
- Information / thoughts on the idea of term limits for advisory board chairs;
- Information / thoughts on attendance issues on some advisory boards;
- Monthly update on advisory board vacancies.

Responses to these items are contained in Attachment B. Draft action items are contained in the resolution (Attachment A).

FISCAL AND STAFF IMPACT

Preparing a digital recording of an advisory board training would entail some cost (see Attachment B), but no other fiscal or staff impacts are anticipated unless the Board takes action on items not listed above.

RECOMMENDATION

Town staff recommends the Board consider the information and options contained herein and make a decision about any changes to the current advisory board training and/or appointment and/or removal processes.