

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **Bylaws Work Group**
3 **Meeting Minutes**
4 **July 28, 2021**

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6 Attendance: Steve Lotspeich, George Clain, Michael Gray
7 Staff: Bonnie Waninger

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9 Chair Lotspeich called the meeting to order at 10:35 am. Nancy Chartrand staffed the physical meeting
10 location but did not participate in the meeting.

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12 **Adjustments to the Agenda**

13 None.

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15 **Public Comment**

16 None.

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18 **Minutes**

19 *G. Clain moved to approve the June 24, 2021 minute as amended; M. Gray seconded. Motion carried.*
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21 **Bylaw Review**

22 Clain requested clarification of the red and blue colors used in the draft document. Waninger explained
23 that the colors reflected use of different computers. The “tracked changes” function treats each
24 computer as a different person.

25
26 Major items of discussion included:

- 27 • Section 502, Elections: Waninger reviewed the historic and current elections process. The
28 Committee discussed the current process and use of ballots. Issues Work Group members
29 identified as potentially discussion items included:
- 30 – using a mailed paper ballot versus a voice vote. A paper ballot encourages wider
31 participation if an individual cannot attend the meeting.
 - 32 – whether Alternates should vote on elections. The Alternate could vote, but the ballot
33 wouldn’t be opened if the Commissioner voted. Clain noted he would like to see the
34 vote tally proceed modified to appoint a judge and two tellers to oversee the elections.
 - 35 – whether the process should be changed to enable write-in candidates. Write-in
36 candidates are not allowed on the ballot because the Board uses the Nominating
37 Committee process in which additional candidates can be nominated from the floor and
38 discussed prior to the Board’s approval of the final ballot slate. The chair closes
39 nominations in this process.

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41 Clain noted that if an election were contested, the candidates may want to have access to a
42 Board mailing list so they could distribute information to campaign. He also asked how an
43 individual could watch ballot counting if they wanted.

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2 Clain said he didn't think the current process – using a slate nominated by the Nominating
3 Committee - allowed all commissioners a voice and vote. He noted a Commissioner might miss
4 a meeting, missing the ability to provide additional nominations. He said he believes the current
5 process allows the Nominating Committee to take away the vote of Commissioners. Waninger
6 reviewed the Board's interaction in the nominations and elections process – the Board elects
7 the Nominating Committee, reviews the initial and final slate of candidates with opportunities
8 to nominate additional candidates during slate preparation, and votes on the final ballot. Clain
9 asked whether additional nominations need to be returned to the Nominating Committee for
10 inclusion on the slate. Gray suggested that Clain ask to be on the Board agenda to discuss his
11 ideas for change. Lotspeich suggested starting by presenting the issue to the Executive
12 Committee in the context of reviewing a Bylaw draft. Lotspeich requested staff research
13 whether slates can include write in slots, either via Roberts Rules or otherwise. Lotspeich also
14 requested that staff provide the Work Group with a link to the Roberts Rules nominations
15 information.

- 16 • Section 503, Terms of Office: Clain suggested to change officer and Executive Committee terms
17 from one year to two years in support of CVRPC's current practice of electing officers to two
18 one-year terms. Lotspeich noted that municipalities appoint their representatives to CVRPC
19 annually. The practice allows the Board to consider the Executive Committee makeup annually
20 should a member resign from the Board. The Work Group elected to let the one-year term
21 stand.
- 22 • Section 504, Vacancies: The Work Group added language regarding filling vacancies other than
23 Officers and the Executive Committee.
- 24 • Section 505, Removal from Office: The Work Group added language regarding remove of CVRPC
25 representatives to another body. Discussed whether the bylaws are sufficient to address
26 Transportation Advisory Committee members, who are appointed by municipalities.

27
28 Clain requested clarification regarding presenting his ideas for updating the elections process. Lotspeich
29 recommended bringing up the ideas when the Work Group presents its ideas to the Executive
30 Committee.

31 32 **Next Steps**

33 The Committee meets regularly on the second Tuesday of the month at 11 am and the fourth
34 Wednesday of the month at 10:30 am. The next meetings are scheduled for:

- 35 • Tuesday, August 10 at 11:00 am.
- 36 • Wednesday, August 25 at 10:30 am.
- 37 • Tuesday, September 14 at 11:00 am.

38 39 **Adjourn**

40 *M. Gray moved to adjourn at 12:04 pm; G. Clain seconded. Motion carried.*

41
42 Respectfully submitted,
43 Bonnie Waninger, Executive Director