

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **Bylaws Work Group**
3 **Meeting Minutes**
4 **August 10, 2021**

5
6 Attendance: Steve Lotspeich, George Clain, Michael Gray

7 Staff: Bonnie Waninger
8

9 Chair Lotspeich called the meeting to order at 11:14 am. Nancy Chartrand staffed the physical meeting
10 location but did not participate in the meeting.
11

12 **Adjustments to the Agenda**

13 None.
14

15 **Public Comment**

16 None.
17

18 **Minutes**

19 G. Clain requested the following modifications to the July 28 minutes:

- 20 • Page 1, Line 32: Strike as follows: “...whether Alternates should vote on elections ~~in addition to~~
21 ~~Commissioners.~~”
- 22 • Page 1, Line 32: Strike “If a paper ballot were used,…”
- 23 • Page 2, Line 9: Replace “Clain expressed he was not comfortable with the Nominating
24 Committee deciding who is placed on the final slate presented to the Board.” with “Clain asked
25 whether additional nominations need to be returned to the Nominating Committee for inclusion
26 on the slate.”
27

28 *G. Clain moved to approve the July 28, 2021 minute as amended; M. Gray seconded. Motion carried.*
29

30 **Bylaw Review**

31 Major items of discussion included:

- 32 • Section 502, Elections: M. Gray noted that the Bylaws were clear that nominations from the
33 floor for officers and committees were to be included with the slate proposed by the
34 Nominating Committee. Discussed Roberts Rules of Order and write in candidates. Concluded
35 write in candidates are permissible on a ballot.
- 36 • Section 503, Elections: M. Gray noted the bylaws were clear on what happened for nominations
37 from the floor.
- 38 • Section 601, Meetings: Added language to enable meeting via telephone or through use of
39 Internet meeting services while maintaining compliance with Vermont Open Meeting Law.
- 40 • Section 705, Signatory: Discussed staff recommendation to add language to authorize the
41 Executive Director or the Director’s designee to approve and sign funding applications and
42 proposals. This is CVRPC’s current practice. The language adds clarity for certain federal grant

1 applications. Included direction that Board authorization for a specific application or proposal,
2 when required by a funding agency be obtained in advance of the application submission.
3

4 **Next Steps**

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

- 7 • Wednesday, August 25 at 10:30 am.
- 8 • Tuesday, September 14 at 11:00 am.
- 9 • Wednesday, September 22 at 10:30 am.

10

11 **Adjourn**

12 *G. Clain moved to adjourn at 12:53 pm; M. Gray seconded. Motion carried.*

13

14 Respectfully submitted,

15 Bonnie Waninger, Executive Director