

Agenda
L/A Charter Commission
July 7, 2014
Lewiston City Hall
7:00 PM

1. Introductions
2. Reflection/Expectation from Cities
 - *Joint Charter Commission as a public body
 - Posting of all meetings
 - Minutes/Recordings to be kept
 - Posting of Agendas & Minutes on cities' websites
3. Transparency
 - *How to get input from interested individuals/groups
 - Brainstorm groups, individuals & methods
 - *Communications with interested parties
 - Getting input from cities of Auburn and Lewiston
 - Brainstorm methods of communicating work of commission (op-ed letter, website, etc.)
 - *Relationships with the media
4. Rules of Conduct
 - *Frequency of Meetings, Scheduling
 - *Location of Meetings
 - *Preparation of Agendas
 - *Robert's Rules of Order
5. Research Information on Consolidation Efforts
 - *Previous local efforts on consolidation
 - *What has been done elsewhere?
6. Operating Procedures of Charter Commission
 - *Minutes of Meetings
 - *Advertising Upcoming Meetings
 - *Preparing Agendas
 - *Electronic System to Keep Track of Documents
7. Garnering Support for Commission's Efforts
 - *Collecting e-mails of interested parties
 - *Input from others: Federal and State agencies, universities
 - *Financial Support
8. Leadership of Commission
 - *Chair, Vice Chair, Secretary, ...
9. Schedule a Commission Planning Retreat
 - *Determine what needs to be done, when, by whom, etc
 - *Develop rough timeline for Commission's work
10. Other Business

11. Adjourn