



# Town Council Polices and Procedures for Town Committees

Sept. 5, 2018

# Town Committees

- Follow up to Council Strategic Planning Session, February 2018
  - Options on strategies to articulate Council goals
  - Increase resident participation
- Direction needed on possible changes to policy
  - Revised Town Council Policies and procedures and Standard Form Bylaws for Designated Town Committees brought back at a future meeting





# Town Committees

## 1. Town Council Policies and Procedures (2015)

- Guidelines for establishing committees
- Defines roles and responsibilities
- Advise Council on matters related to the mission of the committee
- Up to two Council liaisons
- Annual Council approval of work plans

## 2. Standard Form Bylaws for Designated Town Committees (2013)

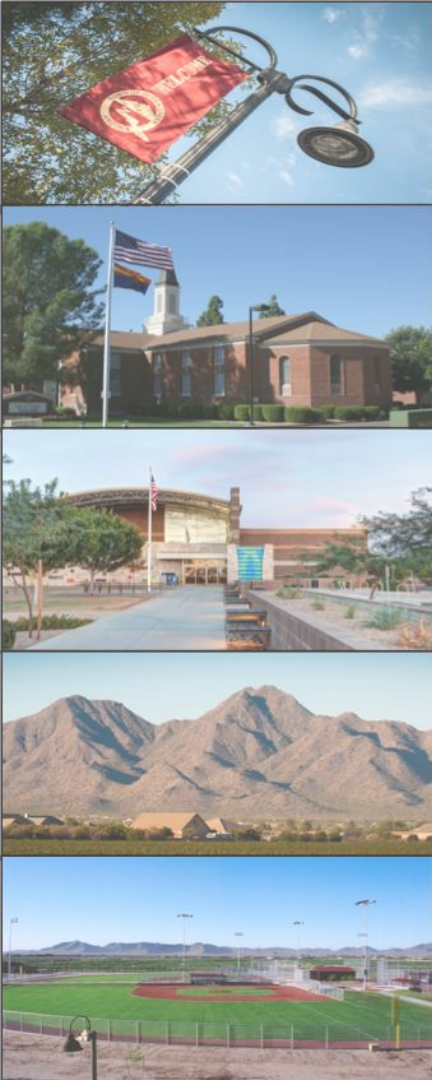
- Powers and Duties
- Membership roster: residency requirements, appointment process, terms
- Voting procedures

## 3. Town Committees, Boards and Commissions Handbook (2013)

# Options

1. Place committee annual work plan approvals under Final Action on Council agendas.
2. Hold joint meetings annually with Town Council and all Town committees.
3. Provide more detailed meeting summaries to Council.





## Options

4. Formalize Council's role as liaison committee members.
5. Establish term limits of three consecutive terms, allowing members to reapply after a year if a position is vacant.
6. Make no changes at this time.



Questions