

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
Board Development Committee  
Meeting Minutes

Date: Wednesday, November 9, 2016  
Time: 5:30 p.m.  
Place: CCRPC offices; 110 W. Canal Street; Suite 202; Winooski, VT 05404

Members present: Andy Montroll and Catherine McMains via teleconference. Jeff Carr in person. Staff present: Charlie Baker, Exec. Director

1. Committee chair, Andy Montroll opened the meeting at 5:30pm.
2. Changes to the Agenda, Members' Items – no changes.
3. Minutes - Catherine moved and Andy seconded approval of the October 12, 2016 minutes. All in favor.
4. Review and revise Draft Bylaws\* - Andy reviewed the four major changes as follows. Adding the CWAC if so recommended by the CWAC. Changing the term limits for officers from two to four years. The municipal service agreement provisions were reviewed including changes suggested by the Executive Committee at their meeting on November 2<sup>nd</sup>. The paragraph discussing board member participation in committees was also revised for more clarity. After making minor edits it was agreed that this draft should be reviewed by the full board at their November 19<sup>th</sup> meeting. The updated bylaws are attached.
5. Adjournment – Jeff moved adjournment, Catherine seconded. All in favor. Meeting adjourned at 5:58.

Respectfully submitted,

Charlie Baker

Attachment: Draft bylaws dated 11/9/16