

## **COMMUNITY AFFAIRS/COUNCIL POLICY MEETING MINUTES**

**Tuesday, March 1, 2016, 5:00 p.m.**

**Hall of Fame Room, City of Stoughton, WI**

**Present:** Alderpersons Greg Jenson, Michael Engelberger, Scott Truehl, and Mayor Donna Olson

**Absent:** Sonny Swangstu

**Guests:** None

**Call to Order:** The meeting was called to order at 6:00 p.m. by Chairperson Jenson.

**Communications:** None.

### **Approve the Minutes from December 1, 2015:**

Motion by Engelberger, to approve the minutes of December 1, 2015, second by Truehl. Motion passed 4-0.

### **Discussion and possible action regarding the replacement of "Robert's Rules of Order" with the "Standard Code of Parliamentary Procedure" as the standard fall back for Council rules:**

Mayor Olson explained that the Committee members were given both copies of Roberts Rules of Order and Stand Code of Parliamentary Procedure. She noted that City Attorney Matt Dregne offered the Standard Code of Parliamentary Procedure as a replacement for Robert's Rules of Order because of its simplified and consistent explanations of the rules that local governments should follow. She stated that the Standard Code of Parliamentary Procedures is also used regularly by the City Attorney and other local government officials. Committee discussion encompassed the need to keep Robert's Rules of Order as a reference in the current Council rules.

### **Discussion and possible action regarding Council Rule 9(D) to clarify the presence of a quorum**

Committee discussion included the need for clarifying language to the Council rules regarding a quorum of a meeting and a quorum for voting. Discussion emphasized using the language from the "Standard Code of Parliamentary Procedure" in the Council rules to state: "A quorum always refers to the number of members present, not to the number voting. If a quorum is present, a vote is valid even though fewer than the quorum vote." in both section Rule 2 of the Council rules and to create Rule 9(F).

The committee also adopted the language from the "Standard Code of Parliamentary Procedures" to state: "Any member has the right to abstain from voting on any issue, and must abstain from voting if he or she has a financial or personal interest in the outcome of the vote." to replace the current Council rule 9(D), relating to abstentions.

### **Discussion regarding what situation requires a 2/3 or 3/4 majority vote. Required by state or Roberts Rules of Order or something else:**

Mayor Olson explained that the City of Stoughton current ordinances do outline when a particular vote is required. She also explained that the City Attorney would be the best contact to find out when these votes are required by state law.

**Future Agenda Items:**

-Council Rule Changes

**Adjournment** Motion by Truehl, to adjourn, second by Engelberger. Motion carried 4-0. The meeting was adjourned at 7:30 p.m.