

MEMORANDUM
Bloomington Common Council - Special Committee on Council Processes
Bloomington City Hall, Allison Conference Room 225
401 N. Morton Street, Bloomington, Indiana
Thursday, November 09, 2023

NOTE: Formal minutes are not produced for committee meetings; however the following summarizes actions taken at the following meeting of the Special Committee on Council Processes.

Meeting called to order: 7:07pm

Chair: Isabel Piedmont-Smith (acting)

Committee members present: Isabel Piedmont-Smith, Stephen Volan, Sue Sgambelluri

Committee members present via Zoom: Matt Flaherty

Committee members absent: None

Topics Discussed:

1. Agenda summation
2. Discussion with Mayor's Office and Legal Department re: recommendations from the City of Bloomington Organizational Assessment – Boards and Commissions (Novak Consulting Group Report)
 - a. Development of a formal onboarding program for new board and commission members – Corporation Counsel Beth Cate shared what the administration had been working on with regard to this recommendation; the Committee discussed details of what onboarding should include.
 - b. Requirement for a brief annual report from boards and commissions to the Mayor and City Council – the Committee discussed which boards/commissions should be subject to an annual reporting requirement and what form a possible report should take.
3. Discussion of Committee's Draft Scope of Work
4. Public comment
5. Adjournment

Meeting ended: 8:51pm

Memorandum prepared by:
Stephen Lucas, Council Administrator/Attorney
City of Bloomington