

## Joint Committee Chairpersons Meeting

December 15, 2011

The meeting was called to order at 6:05 pm at the Town Hall.

IN ATTENDANCE: Chuck Keener, Chairman; Brant Barnwell, Marketing; Jean Martin, Community Center; Craig Galbraith, P&Z; John Gordon, Stormwater & Environmental; Grace McGee, Citizens Finance & Budget; Andy Barnard, Beach Protection; Tony Gonsalves, SLAP; Gabby Kraus, Parks & Rec; Peter Boulter, BOA; David Heglar, Emergency

Chairman Keener announced that Phyllis Mojzis from the Beach Protection Committee has volunteered to take minutes for the committee. Craig Galbraith from P&Z volunteered to take minutes this month in her absence.

The question was asked, "What is the purpose of this committee?" Chairman Keener explained it was to advise other committees of each others' projects. In the past, three committees were working on the same projects without the knowledge of the other. Wasted time and money. The second reason is that the chairpersons represent a cross section of nearly 100 Kure Beach citizens (other committee members). The council needs this committee's input to help operate the town.

Discussion ensued as to whether or not the committee should be a formal committee or just a meeting of chairpersons. Grace McGee suggested that the meeting be an informal get-together rather than a formal committee. It was agreed to keep the meeting informal.

Chairman Keener explained that Nancy Hewitt, Deputy Town Clerk, was the Town Hall contact for all committees. Now that she is no longer at the front desk, she asks that all committee members bypass the front desk personnel and come to her if they need copies made for their meetings.

A discussion ensued about how to make things more consistent between committees regarding term limits. The statute requirements for P&Z, BOA, Parks & Rec and Stormwater & Environmental committees do not specify term limits. That decision is made by the individual municipality.

The chairpersons voted to have the following changes made to ad-hoc committee terms and renewal requirements. These recommendations will be taken to council for approval.

- all ad-hoc committees are to have 3-year, staggered term limits for their members
- to start this new procedure, all chairpersons will determine the year a member's term will expire in order to work out staggered terms and will notify the Town Clerk of their decision
- the Town Clerk will choose a month in which all expiring terms need to be renewed and will notify the committee chairpersons
- if a committee member's term is up and he/she is willing to continue, then no new application or interview will be needed
- the committee will give the Town Clerk the names of members whose memberships need to be renewed in the month appointed by the Town Clerk

The council retreat to be held on January 24 was discussed. Committees are requested to prepare a 10 minute presentation including the following:

- Mission statement of committee
- 2011-2012 goals and what has been accomplished so far
- Future 2012-2013 goals

The committee presentation time slot is between 11:00 am and 12:30 pm. Hopefully, each committee chairperson can pass out a written copy of their presentations for future reference.

Council usually starts budget meetings in April. Committees should start working on their budgets during their next two or three meetings.

The chairpersons said that their committees get discouraged sometimes by doing work when asked, just to find out there is not money to fund the issue.

Meeting adjourned.

Minutes taken by Craig Galbraith and transcribed by Nancy Hewitt