



## Legislation Details (With Text)

**File #:** 17-1094      **Version:** 1      **Name:**  
**Type:** Information/Discussion Item      **Status:** Agenda Ready  
**File created:** 11/8/2017      **In control:** Human Rights Commission  
**On agenda:** 11/9/2017      **Final action:**  
**Title:** Review of proposed bylaw amendments.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1 - Human Rights Commission Bylaws

Date	Ver.	Action By	Action	Result
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**Meeting Date:** November 9, 2017

**To:** Human Rights Commission

**From:** Ben Martig, City Administrator

Review of proposed bylaw amendments.

### Action Requested:

None.

### Summary Report:

See attached current bylaws of the Human Rights Commission. Staff is recommending a review of the bylaws at the December meeting. The following are some suggested revisions by City Administrator Martig who will explain further at the meeting:

#### II. Regular meetings.

- Consider adding language referencing city council rules of business applying including exhibits.

#### V. Duties of Officers.

- For provision 2, add the addition of staff included in preparing the agenda with review by the Chair.
- For provision 3, add language related to working with city staff to accomplish these legal requirements.
- For provision 3, add language related to tracking of attendance related to Section VIII.

#### VI. Elections.

- Propose to amend the election date from December to January. This would allow for clarification of appointments that occur by Mayor and confirmed by Council. Staff supports this change effective for the 2018 rather than appointing officers next month.

#### X. Subcommittees.

- Staff will be completing a legal review but it is presumed these are open meetings and would need to be noticed. Additional language may be appropriate for this section to clarify.

**Alternative Options:**

Discussion only at this time.

**Financial Impacts:**

None.

**Tentative Timelines:**

Staff is recommending a review of amended bylaws in December.

Staff is recommending any volunteers interested in assisting in preparation of an annual report presentation are welcomed.