



Meeting Minutes
Charter Review Advisory Board

Wednesday, March 19, 2025

6:00 PM

City Hall Room 244

1. Call to Order

Chair Justice called the meeting to order at 6:00 p.m.

2. Roll Call

Present 4 - Vice Chair Justice, Vice Chair Garren, Board Member Joseph and Chair Boddy

Absent 2 - Board Member James and Board Member Guerin-Staples

Also Present

Staff Liaison Powell, Interim Deputy City Attorney Roberts, and Board Specialist Gray.

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [25-1775](#) Approval of the December 18, 2024 Charter Review Advisory Board Minutes

Chair Justice announced the item and requested a motion.

A motion was made by Vice Chair Garren, seconded by Board Member Bilski, to approve the minutes as presented. The motion carried by the following vote:

Yes: 4 - Vice Chair Justice, Vice Chair Garren, Board Member Joseph and Chair Boddy

Absent: 2 - Board Member James and Board Member Guerin-Staples

6. Presentations

- A. [25-1861](#) Presentation of Sunshine Law Training (Presented by the Office of the City Attorney)

Chair Justice announced the item.

Ms. Roberts provided a presentation including public meetings definitions, open meeting requirements, penalties for violations, and examples, public records definitions, email and text messages, public record requests, retention, and penalty examples,

Commission on Ethics prohibited conduct, prohibited relationships, voting, conflicts of interest, relatives, and penalties, meeting procedures quorums and motions, discussion, alternate members, and requesting information that is not a public record.

Discussion took place regarding meeting requirements, and Board Member alternates.

7. New Business

A. [25-1779](#)

Discussion and Possible Action Regarding Election of Chair and Vice Chair

Chair Justice announced the item and called for nominations for Chair.

Board Member Bilski nominated Board Member Boddy to serve as Chair.

With no additional nominations Chair Justice closed the nominations and requested a motion.

A motion was made by Board Member Bilski, seconded by Vice Chair Garren, to elect Board Member Boddy as Chair. The motion carried on the following vote:

Yes: 4 - Vice Chair Justice, Vice Chair Garren, Board Member Joseph and Chair Boddy

Absent: 2 - Board Member James and Board Member Guerin-Staples

Chair Boddy announced the item and called for nominations for Vice Chair.

Vice Chair Garren nominated Board Member Justice to serve as Vice Chair.

With no additional nominations Chair Boddy closed the nominations and requested a motion.

A motion was made by Vice Chair Garren, seconded by Board Member Bilski, to elect Board Member Justice as Vice Chair. The motion carried on the following vote:

Yes: 4 - Vice Chair Justice, Vice Chair Garren, Board Member Joseph and Chair Boddy

Absent: 2 - Board Member James and Board Member Guerin-Staples

8. Future Agenda Items

Chair Boddy announced the item and queried Board Members regarding items to be placed on a future agenda.

Discussion took place regarding schedule.

Chair Boddy requested a motion.

A motion was made by Vice Chair Justice, seconded by Board Member Garren, to review the schedule. The motion carried on the following vote:

Yes: 4 - Vice Chair Justice, Vice Chair Garren, Board Member Joseph and Chair Boddy

Absent: 2 - Board Member James and Board Member Guerin-Staples

9. Public Comment

There was no public comment.

10. Adjournment

Chair Boddy adjourned the meeting at 6:50 p.m.

By: _____

Brijin Boddy, Chair