



FINAL

**GOVERNANCE COMMITTEE MINUTES
WEDNESDAY, FEBRUARY 8, 2017**

MEMBERS PRESENT: Mayor Georgia Tuttle, Assistant Mayor Suzanne Prentiss and Councilor Karen Liot Hill.

OTHERS PRESENT: Interim City Manager Paula Maville and City Clerk Sandi Allard

1. CALL TO ORDER: The meeting was called to order by Assistant Mayor Prentiss at 11:10 am.

2. ACCEPTANCE OF MINUTES – February 2, 2017:

Motion by Councilor Hill, seconded by Mayor Tuttle to approve the minutes of February 2, 2017 as presented in the agenda packet. Vote on motion was unanimous in favor.

3. STUDY ITEMS:

A. Develop Strategic Plan for the Recruitment of new City Manager.

Committee members reviewed a draft RFP prepared by Interim City Manager Maville and Assistant Mayor Prentiss and came to consensus on the language contained within the document. Interim Manager Maville will make the agreed upon changes to the document and email it to Committee members for their final review.

A City Council Work Session will be scheduled for March 1, 2017 beginning at 5:30 pm for the full Council to review the proposed RFP for City Manager recruitment services.

4. FUTURE MEETINGS:

None Scheduled

5. ADJOURNMENT:

Motion by Mayor Tuttle, seconded by Councilor Hill to adjourn. Vote was unanimous in favor.

The meeting adjourned at 12:12 pm.

Respectfully Submitted,
Sandra Allard, City Clerk