1. Call to Order at 6:01

2. Election of Leadership
Motion: Waxman nominates a slate of Washburn Chair, Barowitz Vice-Chair, Waxman Secretary
Barowitz 2nd
Motion passes 3-0
Washburn recommends that meeting minutes are taken on a rotating basis

3. Priorities Setting
Members reviewed various issues and made a preliminary assessment of their relative importance and the amount of effort needed each might take. The following 2x2 matrix was developed:

	IMPORTANT	LESS IMPORTANT
HIGH EFFORT	• Compensation of Officials	• Participatory Budgeting • City Charter revision process
LOWER EFFORT	• Conflict of Interest • Term Limits/Length of Terms • Staff Relationship to Elected/Appointed Officials	• Citizen Initiatives • Emergency Ordinances • Preamble

5. Timeline

- Sept. 28: Compensation, Jim K
- Oct. 12: Individual interviews.
- Oct. 26: Guest speakers.
- Nov. 9: Public hearing with prompts for input.
- Nov. 23: Create first draft of recommendations to present to the Commission as a Whole.

Pat to line up one or two experts for compensation item.
Zack to line up someone familiar with the Lewiston charter to talk to us about the revision process and other differences.
Dory to research participatory budgeting.
Pat to talk to Jim Katsifiacas and see if he’s available to discuss the revision process and other charter-related topics.
Pat to bring rewrite of preamble to next meeting, drawing on Zack’s draft.
Zack and Dory to reach out to past city officials (e.g., Cheryl Leeman, Jeff Levine, Kevin Donohue, Sally DeLuca, Tim Honey, Joe Gray) in coordination with theGovernance Committee.

6. Public Comment

Karen Snyder asked how the initial list of topics was arrived at. Provided a spreadsheet of names and topics mentioned in public comment, that was sent but not received by commission members.

Kate Sykes suggested that the, spreadsheet of names and topics mentioned in public comment that Karen Snyder sent may have ended up in the a SPAM folder. Washburn checked the folder and found it empty. Karen Snyder resent the file and it came through.

7. Other Business

Barowitz communicated that he has asked the executive committee about the procurement of funds particularly in regard to experts who may be called upon to research and draft duties charter language. Waxman suggested that each committee member may be given a budget.

8. Adjournment

Motion made by Waxman, seconded by Barowitz. No discussion. Passess 3-0