Rules & Procedures Committee Meeting Minutes
Meeting Date: 02/25/19

**Committee Members Present:**
Aisha Losche, Chair, District 1 Councilor
William Wood Member, District 6, Councilor (arriving at 7:04 p.m.)
Shawn George, Member, District 3, Councilor

**Others in Attendance:**

Call to Order: 7:04 pm

**Minutes – 11/19/18**

**Motion:** A motion was made by Councilor George to approve minutes of 11/19/18. The motion was seconded by Councilor Losche.
A voice vote was taken and the motion passed 2-0.

**Council Rules & Procedures Edits:**
- Waiting for Mr. Dutton’s feedback on changes.

**New Councilor Orientation:**
The committee recommends a date of 5/4/9 and include the following:
- Council Clerk
- Town Clerk
- Town Manager
- Budget & Finance Committee Chair
- Council President
- Homework
- Provide a contact list of chairs and department heads.

**Public Comment** – None

**Motion:** A motion to adjourn was made by Mrs. Losche. The motion was seconded by Mr. George.
A voice vote was taken and the motion passed 3-0.
The meeting adjourned at 7:33 p.m.