

CHANGES TO BY-LAWS

ARTICLE 7: MEETINGS

Section 1 Meeting Summaries and Meeting Notification

- a) All meetings will be noticed by notifying members and the public via email, regular mail, and by posting meeting dates in neighborhood and city publications according to the law for public meetings in each of the affected communities.
- b) The Secretary will prepare meeting summaries of issues discussed, input offered, action items, next steps, and key issues.
- c) The meeting summary will be distributed in draft form to BBCAG members for review and approval.

Section 2 Public Attendance, Public Comment and the Media

- d) All BBCAG meetings will be open to the public and the media.
- e) The public is invited and encouraged to attend. The BBCAG will provide a public comment period at the end of each BBCAG meeting.

Section 3 Conduct of BBCAG Meetings, Voting Rules

- a) Meetings will follow Roberts Rules of Order.
- b) Members may specify and approve alternate procedures from time to time with a majority approval.
- c) A quorum shall consist of ~~a majority of the three~~ members.
- d) ~~Meetings may be held absent a quorum; no v~~ Votes shall take place when three members are present.
- e) Decisions will be based on a majority vote of members present at a meeting.