

## City of Reading Charter Board

March 6, 2012- 7:00 pm

Penn Room

Members Present: Susan Gibson, John Slifko, Gerry Richter, Elizabeth Stanley

Members Absent: None

Members of Public and Invited Guests: None

### **I. Administration**

- The Board's next scheduled meeting will be Tuesday March 20, 2012.
- The Board continued work of several of its annual projects with updates including:

#### a) **Right to Know Law –**

The Board reviewed a revised draft of the City of Reading Charter Board Right-To-Know Law Policy and Procedure. Following review, a motion was made by Mr. Richter, 2<sup>nd</sup> by Ms. Stanley to adopt the policy as drafted effective March 6, 2012. The motion passed by unanimous verbal vote. The policy, which includes a template for Right-to-Know requests, will be forwarded to Mr. Henry Tangredi for posting on the website. Ms. Gibson, as the open records officer, is responsible for checking the Charter Board email account for requests going forward.

The Board additionally reviewed case law forwarded by the Board Solicitor regarding Board member emails and right-to-know law.

#### b) **Charter Review Commission –**

The Board reviewed a drafted letter, directed to the Mayor and Council President, reminding them of the Charter Provisions regarding formation and appointment of a Charter Review Commission. The draft was approved by consent and will be issued by the Board Solicitor.

#### c) **RFP for Investigative Officer –**

The Board chair reported that the RFP revisions have been remitted to Tammi Reinhart. Per Ms. Reinhart, she will initiate an authorization memo which will be forwarded through appropriate channels in City Hall. Invitation to bid to be sent to all firms on the current vendor list, the bid

will additionally be posted on the web and advertised two consecutive days in the Reading Eagle.

d) **Board Communication with DCED –**

To be discussed at next meeting.

**II. Education**

- Deferred at present as per previous minutes.

**III. Advisory**

- No current requests for Advisory Opinion

**IV. Enforcement**

- The Board chair noted the following regarding Reading City Council vs. City of Reading Charter Board – Civil Action No. 11-14382, No. 29 CD 2012 (Final Order of Investigation #31, on appeal to Commonwealth Court);

-The written opinion of Judge Sprecher has been issued which affirms the Judges prior ruling and submits that Council's appeal should be denied.

**V. Closing –Meeting adjourned at 8:20 pm**