



**City of Moorhead  
Charter Commission  
Meeting Minutes  
June 08, 2016 at 8:00 AM  
City Hall Boardroom**

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**Roll call of the members was made as follows:**

**Call to Order**

Meeting was called to order at 8:02 am

**Roll Call**

**Roll call of the members was made as follows:**

Board Member:	Eldon Wollman	Present
Board Member:	Russ Hanson	Present
Board Member:	Julian Dahlquist	Absent
Board Member:	Ken Tangen	Present
Board Member:	Angelique Gehring	Present
Board Member:	Darvin Landa	Absent
Board Member:	James Steen	Present until 9:00 am
Board Member:	Athena Gracyk	Absent
Board Member:	Ronald Hagemann	Present
Board Member:	Tom Krabbenhoft	Present
Board Member:	Doug Fagerlie	Present
Board Member:	Bradley Vesta	Present
Board Member:	Michael Friesen	Present

**Guests present:**

Sarah Wear

Michelle French

Assistant City Attorney

City Clerk

**Approval of Minutes**

**[March 16, 2016 Minutes](#)**

Motion to approve minutes of March 16, 2016 by Tangen seconded by Friesen; motion approved by unanimous vote.

**Reports of the Chair, Officers, Commissions and Committees**

No reports were made.

**Public Comment**

No public comment was made.

## **Unfinished Business**

### A. [Bylaws Update](#)

The Charter Commission discussed the attendance requirements.

Motion to change the text to “If any member has excused absences for two consecutive meetings, the secretary of the Commission will follow the policy adopted by the Commission in Regard to absences” seconded by Gehring; motion approved by unanimous vote.

A policy will be drafted after the Charter Commission approves the Bylaws Update.

Discussion occurred regarding the annual meeting.

Motion to change the annual meeting shall be held each calendar year and remove February was made by Tangen and seconded by Friesen; motion approved by unanimous vote.

### B. Standard Operating Procedure for Council Appointments

## **New Business**

Discussion occurred regarding a meeting conflict for the next regularly scheduled meeting for September 14, 2016.

Motion to reschedule the next meeting to September 21, 2016 at 8:00 am in the City Hall Boardroom was made by Hagemann seconded by Hanson; motion approved by unanimous vote.

Discussion occurred regarding the abbreviated minutes. Jim Steen stated that the Charter Commission should continue to follow Roberts Rules of Order.

## **Adjourn**

Meeting adjourned at 9:11 am.

*Respectfully submitted by:  
Michelle French, City Clerk*