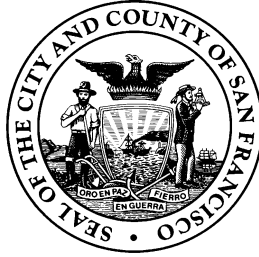


Sunshine Ordinance Task Force



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**SUNSHINE ORDINANCE TASK FORCE  
RULES COMMITTEE  
MEETING MINUTES**

Thursday, March 10, 2011  
5:00 p.m., City Hall, Room 406

**Committee Members:** Bruce Wolfe (Chair), Hope Johnson, Allyson Washburn

Note: Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair at the beginning of each item, excluding persons requested by the Task Force to make presentations.

Call to Order, Roll Call, Agenda Changes

The meeting was called to order at 5:00 p.m. On the call of the roll Members Washburn, Johnson, and Wolfe were noted present. There was a quorum.

1. Exploring possible changes to certain procedural rules:
  - Does a vacated seat on a public body constitute a "member" for purposes of determining what constitutes a quorum.
  - Does a "majority" mean 50%+1 of all members, or merely 50%+1 of the members present at a meeting, for purposes of determining whether a motion on a substantive matter is approved.

**Member Washburn, seconded by Member Johnson, moved to change a sentence in Article IV, Section 7 of the By-Laws to read:** The affirmative vote of a majority of the members of the Task Force present (~~six votes~~) shall be required for the approval of all substantive matters.

Public Comment: Thomas Picarello spoke in favor.

**The motion PASSED by the following vote:**

Ayes: 3 – Washburn, Johnson, Wolfe

2. Review Attendance Policy - Bylaws Article VII.

**Article VII was amended to read:** Members of the Task Force shall notify the Task Force Administrator if she or he is unable to attend a regular or special meeting of the Task Force. The Administrator of the Sunshine Ordinance Task

Force shall notify any member who misses two meetings in any twelve month period of time that if the third absence occurs, the Task Force shall may notify the Board of Supervisors of the member's lack of attendance. If a member of the Task Force misses more than three regular meetings in any twelve-month period of time, the Task Force shall may notify the Board of Supervisors and request that action be taken to remove the member from the Task Force. ~~The Administrator of the Sunshine Ordinance Task Force shall notify any member who misses two meetings in any twelve month period of time that if the third absence occurs, the Task Force may notify the Board of Supervisors of the member's lack of attendance.~~

**Second sentence in Article VI, Section 1, was amended to read:** Unless specified otherwise by the Task Force, the Chair of the Task Force shall appoint or remove the Chair and members of the Standing Committees~~name the Chair of the Standing Committees and its members.~~

**Member Johnson, seconded by Member Washburn, moved to approve the changes as amended.**

Public Comment: Thomas Picarello spoke in favor.

**The motion PASSED by the following vote:**

Ayes: 3 – Washburn, Johnson, Wolfe

3. Public Comment

Thomas Picarello thanked the committee for its contribution.

4. Announcements, Questions, and Future Agenda Items from Committee Members.

Members agreed to meet again to discuss other sections of the By-Laws.

## Adjournment

*There being no further business, the Complaint Committee adjourned at the hour of 7:19 p.m.*

**APPROVED: May 6, 2015**

A handwritten signature in black ink that reads "Victor Young". The signature is written in a cursive, flowing style.

Victor Young  
Administrator  
Sunshine Ordinance Task Force

N.B. The Minutes of this meeting set forth all actions taken by the Sunshine Ordinance Task Force on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.

This meeting has been audio recorded and is on file in the Office of the Sunshine Ordinance Task Force, Rm. 244, City Hall, No. 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone 554-7724 and at <http://www.sfbos.org/index.aspx?page=9811>