

COTUIT FIRE DISTRICT
BYLAWS SUBCOMMITTEE
APRIL 6, 2022
ZOOM ONLY
DRAFT MEETING MINUTES

The meeting was called to order at 6 pm. In attendance were:

Mark Lynch (Chair)

Rick Pisano

Amy Kates

Mark Robinson

The group reviewed Mr. Pisano's proposed language relating to the contents of the "Annual Report of the District":

The Annual Report of the District shall include:

Report of the Clerk, which includes the prior Annual Meeting and Warrants plus any Special Meetings of the District

Prudential Committee Annual Report

Board of Water Commissioners Annual Report

Board of Fire Commissioners Annual Report and Mission Statement

Report of the Treasurer

The group liked this proposed language. Mr. Robinson suggested that language should be added at the end: "and any other matter deemed to be of interest to the citizens of the district." The group approved this addition as well. The group concluded that the proposed language should be inserted into the bylaws at the end of Article VI, Section 2. Upon motion made, seconded and approved, the committee recommended the language noted above be inserted into the bylaws as noted.

With respect to Article I, Section I, the subcommittee concluded that the last sentence be changed to end: "...and an appointed Clerk and an appointed Treasurer." Section 2 would be altered to include the word "elected" before "officers". (This change was discussed at the last meeting of the subcommittee, but the group wanted to confirm the exact language of the proposed change). On motion made, seconded and approved the subcommittee recommended the proposed change.

After discussion, the group concluded that Article IX, Section 11 should be changed by deleting "...citizens of the District..." and replacing it with the word "individuals". This was thought to expand the composition of advisory committees to include any person with expertise on the topic under consideration, regardless of citizenship in the District or address. By motion made, seconded and approved, the subcommittee recommended the proposed change.

The subcommittee also discussed further the proposed change to the due date for the annual report submissions. After extensive discussion, it was concluded that the current due date for such submissions remain the end of the calendar year. Mr. Pisano indicated that he hoped to encourage the Fire Department to file their submissions before Thanksgiving each year. Mr. Robinson noted that we should advise the Clerk to "crack the whip" on timely submissions of these materials.

The subcommittee concluded that they were satisfied with the proposed changes and no additional meetings of the Bylaws Subcommittee were required this year. Mr. Lynch thanked the group for their thoughtful proposals and hard work.

The meeting adjourned.