

ORGANIZATION: IMPROVING GOVERNANCE TASK FORCE**Agenda 21 Sept-2026****MEETING****PUBLIC HEARING** (Please circle appropriately)**Date:** Monday 21 September 2026**TIME:** 3:30 PM**LOCATION:** Town Hall meeting room, hybrid**PURPOSE:** Review input from meetings with Admins**REQUESTED BY:** John Christensen, chair

ALL MEETING NOTICES MUST BE FILED AND TIME STAMPED IN THE TOWN CLERK'S OFFICE AND POSTED ON THE MUNICIPAL BULLETIN BOARD 48 HOURS PRIOR TO THE MEETING. (in accordance with Chapter 303 Acts of 1975)

Housekeeping

- | | | |
|---|----------------------------|-------|
| 1 | Adopt minutes of 31 August | Chair |
| 2 | Set next meeting date | |

New Business

- | | | |
|----|-----------------------------------|----------------|
| 3 | Review Suzi's excellent record | All |
| 4 | Approvals, Permits, and Hearings | Angela |
| | Flow chart or graphic | |
| | Knowledge map (may I try again?) | |
| 5 | Immediate inclusions | Decide |
| 6 | Future inclusions | Set timeline |
| 7 | Guidance to format for Admins | Draft guidance |
| 8 | Eliciting tacit knowledge | Brain storm |
| 9 | Hallway discussions | |
| 10 | Who maintains? | |
| 11 | Subjects not anticipated by chair | |

Join Zoom Meeting

<https://us06web.zoom.us/j/81861157173?pwd=AZi7FSATRtgZEKaDd3Jwu2vwu0pzm8.1>

Meeting ID: 818 6115 7173

Passcode: 378609

Dial by your location

- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)

BoardAssist@WestTisbury-ma.gov

Back-burner

[NO PRIORITY ORDER]

bb1. Importance of stake holder interests—we need to consult with assistants, members and chairmen to learn their thoughts, ideas and incorporate that into our process and any suggestions we make. *What does this look like in practice? How do we put it into motion?*

bb2. Term Limits-pros and cons

bb3. Practice of committee members abstaining from votes citing “conflict of interest,” but participating in debate and discussion; and abstaining when not needed.

bb4. What are the processes to make changes?

- ☐ We need to review existing town/committee by laws and find out where the holes are.

- ☐ The Handbook has to spell out how to manage committee functions.

- ☐ Who to go to with problems?; what is the process?; Are hearings involved?; Who adjudicates?

bb5. Need a process to “on-board” committee chairs and members. How committees should function or how to improve committee function? How to get rid of problem members? *In GWT*

bb6. Are all current boards and committees necessary?

bb7. Is there an expectation and/or mechanism to regularly report committee deliberations to their appointing boards? Importance? How to institute? How often—quarterly?

bb8. Complexity of committee and chairman training component of task force work

bb9. Investigate training options—Mass Municipal Association and others

bb10. Importance of comprehensive complete contact list of committee members—how to get names and contacts and who/where should it reside?

bb11. Conflict of Interest

bb13. Need for contact data base for all volunteers (see #10 above)

bb14. Regular customer satisfaction surveys

bb15. Audit function is important, self audit, outside audit

bb16. Necessary policies

- 1. Term limits

- 2. Recruiting

Bb17 Initial training and orientation