



City of Annapolis
Charter Revision Commission
 160 Duke of Gloucester Street
 Annapolis, MD 21401

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To View Virtual Meeting:

<https://www.youtube.com/c/annapolisboardsandcommissions>

Charter Revision Commission Meeting Minutes Tuesday, March 9, 2021

1. The Annapolis City Charter Commission held its first (organizational) meeting on Tuesday, March 9, 2021 at 6:00 p.m. The meeting was held virtually and streamed live on YouTube.

2. The following members attended the meeting (alphabetical): Minor Carter, Andrew Haire, Lawrence Harris, Eileen Leahy, Benjamin Mednick, Paul Rankin, and Robert Tufts.

The following members did not attend the meeting (alphabetical): Jeffrey Durand and Ron Schneider.

City staff attending the meeting (alphabetical): Teekia Green and Jacqueline Lee.

3. Ms. Leahy called the meeting to order in lieu of a formally elected Chair.

4. Introductions were made by all Commission members and City staff.

5. In accordance with the meeting agenda, the group discussed the process by which the Commission Chair, Vice Chair and Secretary would take place. The following motion was made by Mr. Rankin and seconded by Ms. Leahy:

Mr. Minor Carter shall be elected Chair of the Annapolis City Charter Commission (2021).

The motion was approved unanimously.

After further discussion, the following motion was made by Mr. Rankin and seconded by Mr. Carter:

Mr. Andrew Haire shall be elected Vice Chair of the Annapolis City Charter Commission (2021):

The motion was approved unanimously.

Virtual Meeting: A virtual meeting is when people, regardless of their location, use video and audio to link up online. Virtual meetings allow people to share information and data in real-time without being physically located together.



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After additional discussion, the following motion was made by Mr. Carter and seconded by Mr. Haire:

Mr. Paul Rankin shall be elected Secretary of the Annapolis City Charter Commission (2021):

The motion was approved unanimously.

6. Several members suggested that the group consider adopting some general rules for the operation of the Commission. It was agreed that adopting formal rules at this time was unnecessary; however, the group did agree to the following goals: (a) All work undertaken by the Commission and its individual members should be transparent and visible to the public; (b) the views of community organizations and members of the public should be actively solicited and welcomed; (c) the views of elected officials and key members of City staff should be solicited; and (d) the group, working through Chairman Minor and City of Annapolis staff, should take steps to ensure that the activities of the group are well publicized on both traditional and key social media platforms.

7. The Commissioners agreed that comments provided to the group should be made through official channels (i.e., written or oral presentations) and not through social media posts.

8. The Commissioners discussed the availability of up-to-date versions of both the City Charter and the City Code. Ms. Lee agreed to send members an electronic link to both documents, which appear on the City web page.

9. Mr. Carter said that he would arrange to meet with key members of the City staff, including the Mayor and staff members in charge of public relations for the City, as soon as practicable.

10. The Commissioners set Tuesday, March 16, 2021 at 6:00 p.m. as the next meeting date, subject to availability on the City calendar. Ms. Green agreed to determine if the agreed time slot is available and relay this information to members of the Commission.

11. The following motion was made by Ms. Leahy and seconded by Mr. Carter:

The initial meeting of the Annapolis City Charter Commission shall be adjourned. The Commission will meet next on Tuesday, March 16, 2021 at 6:00 p.m.

The motion was approved unanimously.

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