

**Chevy Chase Village  
ad hoc Charter Revision Committee**

Meeting Notes  
April 23, 2015

Committee Members

Ms. Patricia Baptiste of Grafton Street, Committee Chair  
Mr. Robert Goodwin of Bradley Lane  
Ms. Mary Sheehan of West Kirke Street  
[ABSENT] Mr. Peter Yeo of Grafton Street

Village Staff

Ms. Shana Davis-Cook, Village Manager  
Suellen Ferguson, Village Counsel

The second meeting of the committee was called to order by Committee Chair Patricia Baptiste just after 7:00 p.m. Ms. Baptiste explained that since the last meeting, she and Ms. Davis-Cook had met with Village Counsel to work through and ensure the revisions accurately reflected the committee's feedback provided at the first meeting.

The committee reviewed the various edits made to the Charter by Counsel. Committee members recommended various edits related to the layout, order and consistency. Additionally, the committee agreed to recommend to the Board that when the eventual online version of the Village Charter is posted to the Village's website, hyperlinks should be provided to the State law provisions that are referenced within the revised Village Charter. Various additional edits were made to Articles I through III.

Ms. Baptiste and Ms. Sheehan, who is a member of the Village's Election Supervisors, discussed recent conversations with the Election Supervisors regarding the policy question of whether the Board Election should be rescheduled to an earlier date to allow the announcement of the declared elected officials at the Annual Meeting. The Election Supervisors felt that given the recent schedule changes that had already been made to the election process, the fact that the process is now working well, and the potential conflict with religious holidays and local schools' spring breaks, it would not be advisable to hold the election during early April.

Since Annual Meetings are not common in municipal governments, the committee agreed that Sec. 203 should be amended to clarify that a meeting of the Board shall be held at the Annual Meeting to adopt the budget and levy the property tax. This will make it clear to residents that this is one of the functions that the Annual Meeting serves.

The committee agreed to delete the provision previously requested that would have allowed at least five members of the Board to remove a member due to unexcused absences. Since this has not yet been a problem in the Village, the committee felt it better to remove this recommended addition.

The committee discussed that in order to facilitate maintaining staggered terms on the Board of Managers despite Board appointments that may have occurred prior to the election, the Certificate of Candidacy will be revised so that candidates indicate the specific “seat” they seek, either the unfilled term or a new term that is up for election in that given year.

The committee noted that Sec. 2-6 (c)(2) of the Village’s Public Ethics Ordinance needs to be amended to require that the Financial Disclosure Statement is required to be filed by candidates for appointment when they submit their Certificate of Candidacy (consistent with the rules for candidates seeking election). The current section allows candidates for appointment to submit their completed Financial Disclosure Statement within 30 days after their appointment.

The committee will hold its next meeting on Wednesday, May 27, 2015 at 7:00 p.m.

The meeting concluded around 9:00 p.m.