

# KETCHIKAN CHARTER COMMISSION

## AGENDA STATEMENT

NO       I-4      

MEETING OF **September 17, 2004**

ITEM TITLE Authorization for Email Voting for Approval of Minutes and Vouchers SUBMITTED BY Debby Otte
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### SUMMARY STATEMENT

The current meeting, 9/17/04, will likely be the last official meeting of the Ketchikan Charter Commission until such time as the Commission is recalled to session by the Chair.

The minutes of this 9/17/04 meeting and Public Hearing, as well as any subsequent vouchers submitted for payment will have to be approved in some way that can be made public.

It is suggested that the body authorize votes by email for approval of the minutes of this 9/17/04 meeting and Public Hearing, as well as any vouchers submitted for payment for services (advertising, contractual secretarial work), postage, or goods required to submit the necessary items with the Draft Petition to the LBC.

The suggested method of accomplishing these email votes would be for the secretary to email the Commission members the documents and/or voucher statements for approval. Each individual Commission member would respond with an affirmative or negative vote to the presented motion. The Secretary would tally and assemble these email responses and distribute them to the Commissioners, as well as posting the information on the Commission's website on the Internet and in the City and Borough Clerk's offices.

The belief is that by posting the item(s) on the Internet, as well as the voting responses of the Commission, the open meetings requirement would have been satisfied.

### RECOMMENDED ACTION:

"I move to allow email voting on the minutes of the 9/17/04 Meeting and Public Hearing, as well as any vouchers submitted for payment for advertising, contractual services, postage or goods required for submittal of the Petition documents in a

timely manner.”