

# Meeting Minutes: Council Planning Committee

Date: Wednesday, May 18, 2022  
Location: 1600 University Avenue W., Suite 8 Saint Paul, MN 55104  
As provided by MN Stat. 13D.021, the meeting was held electronically

## Attendance

### Committee Members

| Council Member | Attendance |
| --- | --- |
| Nichole Villavicencio | Absent |
| Andrew Christensen | Present |
| Myrna Peterson | Present |
| Quinn Nystrom | Present |

### Staff and Guest

* David Dively, E.D.
* Shannon Hartwig
* David Fenley, ADA Director

Meeting called to order at 10:12 am

## Approval of minutes and Agenda

**Action:** Quinn Nystrom motioned for approval of the approval of the agenda for the March 16, 2022, meeting, Myrna Peterson seconded the motion. All in favor. Roll call vote 3/3 1 member absent.

A motion was made by Myrna Peterson and seconded by Quinn Nystrom, to approve the March 16, 2022, minutes. All in favor. Roll call vote 3/3 1 member absent. April 20, 2022, meeting notes, were submitted, with no need for approval.

## Full Council meeting agenda planning

Group discussion about the June 8, 2022, full council meeting agenda items. Items requested include staff updates (director and staff reports as engagement tool), financial report/budget update, and an Executive Director report. Other items, include return to office (staff) and open discussion on accessibility and hybrid meetings, State fair planning update, attendance policy discussion. Shannon will poll and survey what are ppl doing now, and what we plan on doing in the next few months for hybrid meetings.

## Attendance and process for absences

Group discussion on developing a process for attendance. Items to be added to the June 8, full council meeting agenda.

## Action Steps/Follow up

Add items to the Full Council Agenda. Shannon will poll membership on what members want for future meeting style (hybrid and accessibility).

Meeting adjourned 11:01 am

Submitted By: Shannon Hartwig