

MEETING TRANSCRIPT-BAINBRIDGE ISLAND CITY COUNCIL-SPECIAL MEETING-10/17/2020

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00:00:00.000 --> 00:00:14.580

Leslie Schneider: Good morning everyone, welcome to this special meeting of the city council and we are here with an McFarlane this morning. She's going to be guiding us through a three hour workshop in parliamentary procedure.

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00:00:15.120 --> 00:00:24.360

Leslie Schneider: And I'm just very grateful. She's here. She has guided many, many councils and other committees and so forth. The

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00:00:25.260 --> 00:00:36.510

Leslie Schneider: Nationwide International. I don't know. And I'll give you a chance to kind of introduce yourself as well. But I've had a couple chances to have some quick conversations and I'm just really grateful we have you as a resource.

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00:00:37.020 --> 00:00:44.610

Leslie Schneider: So with that, I'm going to turn it over to you and I am no longer involved in leadership for this meeting. It's your meeting now. Thank you so much, and

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00:00:45.150 --> 00:00:52.020

Ann Macfarlane: Thank you. Thank you. It's a privilege to be here and I'm grateful to you all for sacrificing your Saturday to such a noble cause

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00:00:52.770 --> 00:00:59.220

Ann Macfarlane: I would like to invite all the council members to show your video and staff were involved in this presentation.

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00:00:59.610 --> 00:01:08.250

Ann Macfarlane: Since it creates an unequal feeling if some people are on video and others are not and will follow the best practice of keeping mics mute.

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00:01:08.670 --> 00:01:19.290

Ann Macfarlane: Unless we're saying something or involved in a session. So I was not born as the queen of parliamentary procedure. I was elected president of the American translators Association.

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00:01:19.710 --> 00:01:27.690

Ann Macfarlane: I was a Russian to English translator at that time. And I thought, well, I better learn, Robert. And so I went and got myself a Robert's Rules of Order.

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00:01:28.350 --> 00:01:44.490

Ann Macfarlane: And had to come to the conclusion that it's a terrible book the original Robert a lieutenant colonel in the US Army Corps of Engineers published his book in 1876 and it was a pocket manual, it would literally fit in your pocket.

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00:01:45.630 --> 00:01:55.680

Ann Macfarlane: And oh, by the way, his first one of his first assignments was on sand one island. He built the readout that was going to protect us from the British when we thought we might go to war in the pig war.

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00:01:56.430 --> 00:02:05.790

Ann Macfarlane: Well, over the years, Robert son and grandson, I believe, kept on elaborating the book until they wrecked it and we see that often in human life, you know,

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00:02:06.060 --> 00:02:10.770

Ann Macfarlane: She tried to buy a plane cup of coffee and Starbucks. You know what I'm talking about here. So,

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00:02:11.640 --> 00:02:21.540

Ann Macfarlane: It's really awful but there's a core that we need. There's a core that is essential for good and fear meetings and that's what we're going to be talking about today.

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00:02:22.320 --> 00:02:38.370

Ann Macfarlane: So, and now that's all I do is parliamentary procedure I don't translate anymore, which I missed because it's a very interesting profession, but it's gives me a lot of joy and pleasure to help people make sense out of Robert and run better meetings. So I'm going to share my screen now.

16

00:02:43.080 --> 00:02:45.750

Ann Macfarlane: Set nicely visible. Everybody can see that

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00:02:47.130 --> 00:02:48.630

Ann Macfarlane: I'm going to move my

18

00:02:50.160 --> 00:02:59.940

Ann Macfarlane: Move my video so I can see you all since that makes me give a better session when I have your faces. So we're going to talk about great city council meetings. And again, thank you all for coming.

19

00:03:00.720 --> 00:03:08.880

Ann Macfarlane: We have lots to cover, but I think we'll romp through it and we will take a couple of weeks. We're going to talk about meeting discussion point of order and appeal.

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00:03:09.330 --> 00:03:20.070

Ann Macfarlane: Motions and amendments, the authority enroll in inappropriate remarks, how to have an efficient meeting. What's the point of rules of order and the right kind of control.

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00:03:21.000 --> 00:03:29.490

Ann Macfarlane: So I want to say that we're here. My goal is to inspire you to run effective meetings using four fundamental guidelines.

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00:03:29.820 --> 00:03:39.900

Ann Macfarlane: And I use the word inspire because we often tend to do things the same old way. If we have a pattern we follow that pattern and sometimes a fresh look can be helpful.

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00:03:40.560 --> 00:03:50.130

Ann Macfarlane: And as learning outcomes. I've given for although of course I'm hoping you'll learn lots more. But at the end of this training, you'll be able to list for fundamental guidelines.

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00:03:50.790 --> 00:04:02.430

Ann Macfarlane: Make a point of order when guidelines are broken label five inappropriate remarks and make motions and amendments and of course some of this you know perfectly well but it might be a nice refresher.

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00:04:04.140 --> 00:04:19.350

Ann Macfarlane: I do want to say that the material contained in this presentation is based on the principles and practices of parliamentary procedure. I'm not an attorney and nothing in this presentation constitutes legal advice if your attorney tells you something different. Listen to your attorney.

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00:04:20.460 --> 00:04:31.680

Ann Macfarlane: So first, we're going to have a quick poll about what is your level of familiarity with parliamentary procedure and Robert's Rules of Order, so I will launch that poll now.

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00:04:37.200 --> 00:04:41.670

Ann Macfarlane: And just take a sec, if you would, and let me know how familiar are you

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00:04:47.040 --> 00:04:48.720

Rasham Nassar: I'm actually not able to click the

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00:04:49.350 --> 00:04:51.420

Joe Deets: Yeah, and same here. I can't click it.

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00:04:51.870 --> 00:04:56.280

Rasham Nassar: It says hosts and panelists cannot vote at the bottom. I wonder if there's something that you can enable

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00:04:59.070 --> 00:05:00.150

Ann Macfarlane: Oh, some people are

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00:05:03.150 --> 00:05:11.070

Ann Macfarlane: So I don't, I'm not gonna try to struggle with this because it would probably mean going back to my zoom settings. I'll just

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00:05:12.420 --> 00:05:14.610

Ann Macfarlane: Just ask. Maybe let's see.

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00:05:19.590 --> 00:05:27.060

Ann Macfarlane: So I'll just ask, is there anybody in mind you, who has parliamentary expertise, who feel that you really have got it all down cold.

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00:05:28.260 --> 00:05:32.010

Ann Macfarlane: Is there anybody among you, who's extremely familiar and comfortable.

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00:05:33.960 --> 00:05:37.050

Ann Macfarlane: Is there anybody who's comfortable. Raise your hand if you're comfortable

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00:05:38.400 --> 00:05:42.480

Ann Macfarlane: And if. Is there anybody who's new to it, who has just very little familiarity.

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00:05:43.710 --> 00:05:48.000

Ann Macfarlane: Okay, good. Well thank you that that helps me helps me see where we are.

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00:05:51.480 --> 00:06:02.040

Ann Macfarlane: So we're going to be in the league of Northwest dinos cities, it's not entirely realistic. It's a fantasy, but there is some overlap with real life you want to think of it as drawing with crayons.

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00:06:02.340 --> 00:06:08.670

Ann Macfarlane: We're using broad strokes to convey the big picture and you're going to be the members of the Nautilus city council.

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00:06:09.270 --> 00:06:15.870

Ann Macfarlane: So here is a picture of the League of Northwest Iowa city's dynamos is way down at the bottom on dine obey

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00:06:16.350 --> 00:06:24.540

Ann Macfarlane: My late husband and I had a lot of fun making this up their 70 cities and each one has its own project that they want so

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00:06:25.470 --> 00:06:30.540

Ann Macfarlane: The first thing you do, obviously, to start a meeting is you call the meeting to order.

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00:06:30.990 --> 00:06:39.600

Ann Macfarlane: You wrap the gavel lightly one time after having sat in the chair that's reserved for the person running the meeting the word chair has two meanings here. It's both the

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00:06:39.930 --> 00:06:43.110

Ann Macfarlane: The place where you sit, and your authority to chair the meeting.

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00:06:43.740 --> 00:06:52.980

Ann Macfarlane: You announced this meeting of the day Nautilus city council is called order you ask the clerk to take the role and you announced that a quorum is present or not, it's

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00:06:53.820 --> 00:07:00.930

Ann Macfarlane: It's your business to announce the quorum. It's not the clerks. The clerk takes the role, but the chair is supposed to determine that.

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00:07:01.860 --> 00:07:08.910

Ann Macfarlane: Now the quorum is the minimum number of voting members who must be present for business to be done, and usually it's a majority.

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00:07:09.240 --> 00:07:28.740

Ann Macfarlane: More than half of the members in office, the Members who are actually serving on the Council and quorum is different from votes cast if you lose your quorum, you can't do business. And of course, as you all know, for a public body discussion involves business businesses, not just voting.

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00:07:30.780 --> 00:07:39.330

Ann Macfarlane: Local government bodies must not create a walking quorum or a serial meeting when members of the Body Talk or email with each other. Outside of meetings.

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00:07:39.600 --> 00:07:49.290

Ann Macfarlane: Such that, a quorum is discussing the body's business the open public meetings Act has been violated. You can talk to other people, as long as the number is less than a quorum.

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00:07:49.830 --> 00:08:00.630

Ann Macfarlane: I believe that in Florida. For instance, if you're on a public body two people can't talk to each other. Outside the meeting. So I think it's fortunate that we don't have quite that deck draconian a restriction

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00:08:02.550 --> 00:08:18.720

Ann Macfarlane: So the agenda is prepared by the leadership, but it's within the control of the Council, subject to notice requirements of course and Robert's rule says that if you follow the standard order of business, you don't need to vote to adopt an agenda, but many bodies do vote.

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00:08:18.930 --> 00:08:30.390

Ann Macfarlane: It taken already vote to adopt and a two thirds vote to change it later in the meeting. And you don't need to include approval of the agenda or other minor procedural motions in the Minutes.

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00:08:31.530 --> 00:08:42.600

Ann Macfarlane: So this is a simplified standard order of business. It shows you how Robert has set that up with the APPROVAL OF MINUTES officers remarks and reports committee reports.

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00:08:42.900 --> 00:08:50.970

Ann Macfarlane: Unfinished Business. Note that Robert does not use the phrase old business in new business. So, Russia, you've raised your hand.

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00:08:52.680 --> 00:08:59.400

Rasham Nassar: Yes, and. And first I do wonder if you prefer to make it through your slides before we engage in a Q AMP a

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00:08:59.640 --> 00:09:01.410

Ann Macfarlane: Oh no, that's a questions as they come.

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00:09:01.860 --> 00:09:04.860

Rasham Nassar: Okay, I just wondered about that agenda portion, if you

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00:09:04.950 --> 00:09:07.410

Rasham Nassar: Go back slide and

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00:09:08.550 --> 00:09:16.620

Rasham Nassar: Our Council certainly does approve the agenda, and we do accept proposals for modifications or changes to the agenda at the start of the meeting.

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00:09:17.820 --> 00:09:25.320

Rasham Nassar: But this bullet point three takes a majority vote to adopt in a two thirds vote to change later in the meeting. Can you elaborate on that when

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00:09:25.560 --> 00:09:36.300

Rasham Nassar: I just wonder if that's consistent with our practices. This requirement for a two thirds vote to change later in the meeting. When does that arise and what why would it require a two thirds majority vote.

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00:09:38.160 --> 00:09:39.210

Ann Macfarlane: Robert often

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00:09:39.390 --> 00:09:48.780

Ann Macfarlane: specifies a two thirds vote when there's some change to the original plan. And I think the idea is that if you've been adopted. Agenda, it's better to stick with it.

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00:09:49.200 --> 00:09:58.830

Ann Macfarlane: So there is another provision there which might apply in your case, which is, in many instances, a majority of the Council is sufficient.

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00:09:59.490 --> 00:10:07.590

Ann Macfarlane: So I think in your case of being a small board, you could probably make a change with the majority of the Council, the difference of course is

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00:10:08.130 --> 00:10:24.540

Ann Macfarlane: Ordinarily in Robert a vote refers to the majority of the votes cast, but a majority of the Council, since you have in you will have the six members, a majority would be four which is the same as a two thirds vote, Joe, do you have any thoughts or comments on that.

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00:10:26.490 --> 00:10:35.400

Joe Levan: I think it's just it's a matter of the Council, thinking about what they want for their rules. So do you want it to be a higher standard to change the agenda. Later in the meeting.

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00:10:36.240 --> 00:10:43.260

Joe Levan: And follow that technically based on what's on Robert's Rules, or do you want to have a more flexibility so it's it's really up to the Council.

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00:10:44.130 --> 00:10:51.150

Ann Macfarlane: Thank you. And of course, if you had all your seven members a two thirds vote would be five people. So it is a higher standard Joe

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00:10:51.810 --> 00:11:04.350

Joe Deets: Yeah, I, I just had a question. And when it's a two thirds vote later in the meeting. So we do ask in the beginning of the meeting as as cups number Nasir said, you know,

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00:11:05.340 --> 00:11:13.470

Joe Deets: Do we have a, you know, we can approve the agenda, as shown. Or we can make additions or deletions to it that's in the very beginning of the meeting.

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00:11:13.830 --> 00:11:25.050

Joe Deets: But is this two thirds assist later say, you know, we're halfway through the meeting and someone says, I want to add x, what is it that point that the two thirds supplies.

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00:11:25.650 --> 00:11:28.980

Ann Macfarlane: Yes, it would. And of course, you'd have to ask the notice question also.

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00:11:30.060 --> 00:11:30.480

Joe Deets: You know,

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00:11:31.830 --> 00:11:39.570

Joe Deets: Okay, so in other words, someone if they it's either it's two thirds later the meeting or perhaps a majority vote in the very beginning of the meeting.

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00:11:39.870 --> 00:11:41.820

Joe Deets: That's right. OK. OK. OK.

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00:11:42.120 --> 00:11:47.400

Ann Macfarlane: And I completely obviously I agree with your attorney that it's really up to you to set up whatever standards, you'd like I'm

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00:11:47.730 --> 00:11:58.260

Ann Macfarlane: Basically presenting here, the standard Roberto and view and then you can modify it. That's as we'll talk about that. We'll talk about what's the point of Rules of Order later in the session.

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00:12:00.300 --> 00:12:09.720

Ann Macfarlane: So this is the simplified standard order of business. And one thing that I think isn't so great about this is that new business comes at the very end. And often people are exhausted by them.

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00:12:10.290 --> 00:12:16.380

Ann Macfarlane: So I like you know having some kind of flexibility, but we'll talk about that. Also, when we talk about an efficient meeting.

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00:12:17.250 --> 00:12:25.830

Ann Macfarlane: So, you know, I must consent is a wonderful tool. It's a form of voting. It's a kind of fast track and it's very efficient for minor procedural matters.

84

00:12:26.280 --> 00:12:32.460

Ann Macfarlane: In fact, some cities are using it for major matters. Also in zoom because of its ease of use.

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00:12:32.940 --> 00:12:39.360

Ann Macfarlane: The presenter suggest something. And if you agree you remain silent your silence means consent.

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00:12:39.750 --> 00:12:52.200

Ann Macfarlane: If you disagree. You say, Objection, or I have a change or whatever, some indicator to the presenter that you're not in agreement, and then the presenter abandons that to go back to the regular method.

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00:12:52.680 --> 00:12:59.490

Ann Macfarlane: So this is a great thing, I believe. But yeah, two things have to happen for it to work. First, the presenter can't do this.

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00:13:00.360 --> 00:13:03.570

Ann Macfarlane: Are there any objections to this amendment hearing them the amendment is adopted.

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00:13:04.260 --> 00:13:14.490

Ann Macfarlane: You know, you have to pause, you have to stop and give people a chance to say that they have an objection or a change. And second, of course, the members themselves have to know to speak up.

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00:13:14.880 --> 00:13:23.010

Ann Macfarlane: Sometimes it's kind of countercultural it feels bold to say I have an objection and you don't explain why. All you're doing is letting the presenter know

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00:13:23.280 --> 00:13:30.630

Ann Macfarlane: That you're not on board and then we go back to the regular method. So for adoption of the agenda that often is a good way to go.

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00:13:31.350 --> 00:13:36.630

Ann Macfarlane: So a good language tip for chairs is without objection, or if there is no objection.

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00:13:36.960 --> 00:13:45.600

Ann Macfarlane: When you say that you're acknowledging that the group is the final authority, but you're also using your leadership position to move things ahead.

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00:13:46.020 --> 00:13:57.720

Ann Macfarlane: And these tips and others. I will give you in the cheat sheet that's in the reference materials. So now we're going to talk about meeting discussion point of order and appeal. Yes, Russia.

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00:14:00.150 --> 00:14:03.060

Rasham Nassar: Yes. First, are we going to have access to your slides.

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00:14:03.180 --> 00:14:05.100

Rasham Nassar: At all. Yes. Okay, don't

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00:14:05.580 --> 00:14:10.920

Rasham Nassar: Worry about taking vigorous notes and back to back to consent.

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00:14:11.160 --> 00:14:26.550

Rasham Nassar: Yes, we, we have adopted and practice the consent agenda where items that have had one touch or two touches are then move to the consent agenda and it has been the case in the past that council members would wanted to pull something from the consent agenda.

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00:14:26.790 --> 00:14:37.200

Rasham Nassar: Yes. Um, is that so that that doesn't need even a two council members or majority council members right to pull that item from the consent agenda.

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00:14:38.550 --> 00:14:54.870

Rasham Nassar: How does that, how does that relate to consent and when, at what point during the meeting. What a council member raise that desire to remove an item from consent agenda because otherwise it is, you know, technically adopted with you and the Animus consent.

101

00:14:55.320 --> 00:15:02.940

Ann Macfarlane: Yes. So there are two different things. One is one is a form of voting called unanimous consent and one is a consent agenda.

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00:15:03.690 --> 00:15:08.700

Ann Macfarlane: A CONSENT AGENDA contains items that are expected to be non controversial.

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00:15:09.330 --> 00:15:21.720

Ann Macfarlane: It cannot be debated or discussed and it's adopted with a single vote, all the items are adopted with one vote. So the best practices that if any member wants something removed from the consent agenda that's done immediately.

104

00:15:22.380 --> 00:15:29.760

Ann Macfarlane: It doesn't take two people. It doesn't take a vote. It doesn't take anything that chair just says item 60 is hereby removed from the consent agenda.

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00:15:30.060 --> 00:15:42.480

Ann Macfarlane: And then it's addressed either immediately after the consent agenda or at its proper place in the order of business, depending on how you all want to structure that so the city. The

106

00:15:44.310 --> 00:15:52.290

Ann Macfarlane: The Everett, Washington School Board had a rule that two members had to agree to remove something from the consent agenda. And that's terrible from a parliamentary point of view.

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00:15:52.620 --> 00:15:58.920

Ann Macfarlane: I mean, that's just railroading because the whole point is that a consent agenda should be things that everybody's in agreement on

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00:16:00.270 --> 00:16:11.190

Ann Macfarlane: And certainly if you want to amend the minute, so you have to pull them from the consent agenda to do it because you can't discuss the consent agenda that's a basic rule of how it's used. Does that take care of it.

109

00:16:14.610 --> 00:16:15.330

Rasham Nassar: Yes, thank you.

110

00:16:16.050 --> 00:16:38.400

Ann Macfarlane: Okay, so now let's look at meeting discussion. So we're going to do a little exercise here and I need some volunteers. I'm going to actually change this to the normal view so that I can see. Who am I can recruit for this purpose. What we're going to do is we're going to read a little script.

111

00:16:40.110 --> 00:16:44.910

Ann Macfarlane: About raising the parking fees in the city of novelists and I'm going to be the chair.

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00:16:45.420 --> 00:16:56.940

Ann Macfarlane: So I need five of you and I'm hoping that you council members will volunteer to read these different roles. I'm going to show the script on the screen. And all you have to do is read what's written there. There's no

113

00:16:57.570 --> 00:17:02.880

Ann Macfarlane: Special acting chops or improvisation required. So is anybody willing to be the banker.

114

00:17:03.900 --> 00:17:06.990

Ann Macfarlane: Joe will put us the banker. How about the elderly member

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00:17:08.910 --> 00:17:09.360

Ann Macfarlane: Curious

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00:17:10.530 --> 00:17:12.000

Ann Macfarlane: About the environmentalist.

117

00:17:16.350 --> 00:17:17.400

Ann Macfarlane: The photographer.

118

00:17:21.030 --> 00:17:22.020

Ann Macfarlane: And the teacher.

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00:17:25.620 --> 00:17:40.980

Ann Macfarlane: Okay, so those are you're going to have these roles and in when we read this normally in real life, you'd have to seek recognition, but for the sake of speeding it up. We're just going to have numbers, we're just going to read, according to the numbers. So let me stop that share

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00:17:44.700 --> 00:17:46.410

Ann Macfarlane: And share something different.

121

00:17:51.150 --> 00:17:52.560

Ann Macfarlane: Which is

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00:18:03.870 --> 00:18:07.410

Ann Macfarlane: Just a sec here, it's not it's not showing up.

123

00:18:11.340 --> 00:18:18.150

Ann Macfarlane: I don't want to share my whole screen. I want to share this screen. Here we go. No weed control. That's not it. Come on. Come on, folks.

124

00:18:27.330 --> 00:18:32.400

Ann Macfarlane: Sorry about this. I don't know why it isn't showing up as a share option. Maybe I'll stop again.

125

00:18:33.180 --> 00:18:34.170

Stop share

126

00:18:35.640 --> 00:18:40.710

Ann Macfarlane: Here's the parking fees and here's the screen. There we go.

127

00:18:43.260 --> 00:18:46.590

Ann Macfarlane: Okay. So can everybody see this parking fees practice script.

128

00:18:49.260 --> 00:18:56.160

Ann Macfarlane: Okay, so those of you who are participants. You can unmute for the sake of this short little script. I'll be the chair.

129

00:18:57.150 --> 00:19:14.100

Ann Macfarlane: There is continuing pressure on our parking spaces in the downtown areas of the city of novelists the staff has reviewed the matter carefully, as you know, our current rate is \$2 per hour. The staff recommends that the new Phoebe set at \$20 per hour, does anyone care to make that motion.

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00:19:15.330 --> 00:19:19.050

Leslie Schneider: I move at parking fees be set at \$20 per hour.

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00:19:21.000 --> 00:19:21.480

Rasham Nassar: Second,

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00:19:22.320 --> 00:19:34.020

Ann Macfarlane: Very well. It has been moved and seconded that the parking fees be set at \$20 per hour. We will now have discussion on the motion environmentalist as the maker of the motion. You have the right to speak first.

133

00:19:34.890 --> 00:19:46.740

Leslie Schneider: Well, I'm a believer in public transportation myself. I think this increase will lessen congestion and also force more people to take buses or walk. It's a good idea for the environment and for our city.

134

00:19:47.820 --> 00:19:50.790

Ann Macfarlane: Further discussion. The Chair recognizes the elderly member

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00:19:51.780 --> 00:19:59.970

Kirsten Hytopoulos: I think this is a terrible idea. We just learned that we have a million dollar surplus. Why would we increase parking fees and burden our residents this way. Yeah.

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00:20:01.080 --> 00:20:11.100

Leslie Schneider: Do you know that the parking fees in most cities of the league are \$15 per hour. We are so far below the market that it's ridiculous.

137

00:20:11.970 --> 00:20:20.430

Kirsten Hytopoulos: Well, that's not a reason to go crazy and lay this burden on our residents many elderly dinosaurs are really feeling the pinch the improvement in the economic situation hasn't touched them.

138

00:20:22.710 --> 00:20:31.620

Leslie Schneider: There's no point in being an old softy and begging for sympathy for the down and out if they had an ounce of gumption they would have saved up for their old age.

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00:20:32.700 --> 00:20:38.130

Kirsten Hytopoulos: What a hard hearted comments someday you might be old and wrinkled and pour yourself. Have you no compassion.

140

00:20:39.330 --> 00:20:44.790

Leslie Schneider: All I have to say to you about that is nonsense applesauce and balderdash

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00:20:45.270 --> 00:20:46.170

Joe Deets: Or in order

142

00:20:46.440 --> 00:20:47.340

Ann Macfarlane: To get your point.

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00:20:48.210 --> 00:20:56.670

Joe Deets: These members are monopolizing this discussion and Robert rules, no one can speak a second time until everyone who wishes to do so has spoken once

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00:20:57.600 --> 00:21:02.460

Ann Macfarlane: The point is well taken members must speak, in turn, thank you. Banker further discussion.

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00:21:03.750 --> 00:21:10.350

Rasham Nassar: This is likely to put a crimp on the vitality of our downtown as a business owner, I'm really concerned about this. I speak against the motion.

146

00:21:11.430 --> 00:21:16.710

Joe Deets: I see those arguments, but I think we have to be prudent, I guess, on balance, I'm in favor of this proposal.

147

00:21:17.430 --> 00:21:26.370

Ann Macfarlane: Honestly, I think you dinosaurs are just living in the past, we ought to be preparing to have driverless cars not raising the rates for parking lots. You're just a bunch of Haskins.

148

00:21:26.760 --> 00:21:28.140

Kirsten Hytopoulos: Point of order, Madam Chair.

149

00:21:28.830 --> 00:21:29.760

Ann Macfarlane: State your point.

150

00:21:30.360 --> 00:21:37.020

Kirsten Hytopoulos: That is an insulting remark. According to Robert's Rules of orders. All of us are obligated to speak with courtesy and respect, including the chair.

151

00:21:38.550 --> 00:21:43.200

Ann Macfarlane: Oh, the point is well taken the chair apologizes for her remarks.

152

00:21:44.520 --> 00:21:45.690

Ann Macfarlane: Is there further discussion.

153

00:21:46.890 --> 00:21:49.770

Joe Deets: In my opinion, this Council is clueless.

154

00:21:49.980 --> 00:21:58.080

Joe Deets: We have our head stuck concrete, given the way the stock market is trending our surplus could just disappear. I hope everyone will agree to raise those rates.

155

00:21:59.010 --> 00:22:06.030

Leslie Schneider: You know I've heard better discussion in my daughter's kindergarten class. It's clear. We don't have the sharpest knives in the kitchen drawer here.

156

00:22:06.540 --> 00:22:07.440

Kirsten Hytopoulos: Point of order.

157

00:22:09.330 --> 00:22:10.200

Ann Macfarlane: Feature point

158

00:22:10.650 --> 00:22:13.050

Kirsten Hytopoulos: Members are insulting. All of us by these remarks.

159

00:22:13.830 --> 00:22:16.740

Ann Macfarlane: The Chair will rule that the comments are indeed insulting.

160

00:22:17.100 --> 00:22:18.930

Ann Macfarlane: Members will kindly refrain from such

161

00:22:18.960 --> 00:22:20.310

Ann Macfarlane: Improper statements.

162

00:22:22.530 --> 00:22:31.140

Christy Carr: And to say that I don't think all these roles are a good idea. They're keeping us from expressing our true opinion, you're an out of date dinosaur yourself, Madam Chair.

163

00:22:31.920 --> 00:22:36.600

Ann Macfarlane: The Chair will rule that the words out of a dinosaur or insulting and may not be used.

164

00:22:37.830 --> 00:22:38.490

Christy Carr: Appeal.

165

00:22:38.970 --> 00:22:42.030

Ann Macfarlane: Second very well the ruling of the Chair has

166

00:22:42.030 --> 00:22:43.350

Ann Macfarlane: Been in the olden second that so

167

00:22:43.350 --> 00:22:52.800

Ann Macfarlane: The Members will decide the chair has ruled that the words out of date dinosaur are insulting also believe that this ruling should be sustained please say aye.

168

00:22:53.310 --> 00:22:54.180

Ann Macfarlane: Aye. Aye.

169

00:22:55.140 --> 00:22:58.530

Ann Macfarlane: All those who believe that the ruling should not be sustained. Please say no.

170

00:22:59.010 --> 00:23:04.320

Ann Macfarlane: No, the eyes habit. The motion passes and the ruling of the Chair is sustained.

171

00:23:06.300 --> 00:23:08.070

Ann Macfarlane: Members may not use this term.

172

00:23:09.270 --> 00:23:10.110

Ann Macfarlane: Further discussion.

173

00:23:11.370 --> 00:23:17.850

Rasham Nassar: If we do this, the residents are likely to come and eggs at our houses or even worse, I'm dead against it.

174

00:23:18.660 --> 00:23:25.860

Ann Macfarlane: In there for the discussion. Hearing none, will take the vote. All those in favor of raising the parking fees to \$20 per hour, please say aye.

175

00:23:26.430 --> 00:23:26.790

Aye.

176

00:23:27.900 --> 00:23:29.430

Ann Macfarlane: All suppose please say no.

177

00:23:29.850 --> 00:23:30.810

Rasham Nassar: No, how

178

00:23:31.440 --> 00:23:36.180

Ann Macfarlane: The eyes have it. The motion passes. And we will raise the parking fees to \$20 per hour.

179

00:23:40.230 --> 00:23:44.700

Ann Macfarlane: Thank you so much. Well done, well done. So let's go back to our

180

00:23:46.470 --> 00:23:47.160

Ann Macfarlane: Screen.

181

00:23:54.120 --> 00:24:04.440

Ann Macfarlane: There we go. So, of course, a discussion like that should never happen at your meetings. And I'm sure that it never does. But just in case. Let's look at a few principles.

182

00:24:04.740 --> 00:24:12.360

Ann Macfarlane: So here is a principle. It's the principle of equality all Members have equal rights, privileges and obligations.

183

00:24:13.320 --> 00:24:26.130

Ann Macfarlane: It seems perfectly obvious and non controversial, but in fact it doesn't always play out the way that it should. In real life, and so from that there follows a point which I just really want to emphasize for you today.

184

00:24:26.670 --> 00:24:38.910

Ann Macfarlane: That discussion in Council and committee meetings is not a conversation. It's not a conversation. It's debate and it has its own rules. So

185

00:24:40.080 --> 00:24:48.960

Ann Macfarlane: The fundamental guideline here the first of our four is no one may speak a second time till everyone who wishes to do so has spoken once

186

00:24:49.530 --> 00:24:59.760

Ann Macfarlane: It's just absolutely critical. This is so important and bodies that follow it find in my experience that their discussion is both more efficient and more fair

187

00:25:00.420 --> 00:25:09.180

Ann Macfarlane: In fact, it's so important. I'm going to give it to you in red. No one may speak a second time till everyone who wishes to do so has spoken once

188

00:25:10.080 --> 00:25:15.810

Ann Macfarlane: But why don't we do it councils and committees tend to discuss their affairs in conversational mode.

189

00:25:16.260 --> 00:25:28.140

Ann Macfarlane: And in conversations dominant people tend to dominate an agreeable people tend to let them so you must have a structure to make sure that everyone has an equal chance to speak and is both fair and efficient, Joe.

190

00:25:28.800 --> 00:25:39.660

Joe Deets: Yeah. And this is an excellent point in in and and i think we do try and do this at least. Well, I think we need try it more. But one thing that I i've noticed has happened is when we have discussions.

191

00:25:40.620 --> 00:25:51.300

Joe Deets: Will have one of us say they have like a half a dozen things they want to say. And they just go one after the other after the other, and it becomes a very long.

192

00:25:53.310 --> 00:26:09.900

Joe Deets: slate of time that that one person has. So in fact, they're they're sort of taking taking multiple chances you could argue multiple opportunities to speak, but they're just compressing it in one time. So, do you know what I mean. Does that make sense.

193

00:26:10.740 --> 00:26:19.740

Ann Macfarlane: Well, it's fine to make several points in your speech, and we recommend a five minute maximum for council members speeches, we will be talking about time limits later today.

194

00:26:19.830 --> 00:26:20.910

Joe Deets: Okay, thank you. Yeah.

195

00:26:25.380 --> 00:26:32.820

Ann Macfarlane: Because sometimes conversation just disintegrates into a hockey scroll and everybody's trying to make their point and get to the goal, and it's not fair.

196

00:26:33.210 --> 00:26:39.510

Ann Macfarlane: So if that happens, and the chair has not intervened, which the chair should do a member can make a point of order.

197

00:26:40.050 --> 00:26:51.720

Ann Macfarlane: So, point of order is represented in our Jurassic Parliament system by a flying dinosaur and will encounter the other dinosaurs. A little bit later, but it flies over whatever it is that you're dealing with.

198

00:26:51.750 --> 00:27:01.740

Ann Macfarlane: And you have to deal with it right away. And it's a very, very important motion. It seems antiquated and archaic antique but actually it's really critical.

199

00:27:02.220 --> 00:27:08.820

Ann Macfarlane: So when another member breaks one of the rules a member may make a point of order, and then the cheer rules on the point

200

00:27:09.330 --> 00:27:18.180

Ann Macfarlane: So it's emotion, claiming that a procedural mistake has been made according to Robert. It can only be made by a member of the body.

201

00:27:18.540 --> 00:27:26.880

Ann Macfarlane: But we recommend authorizing staff to do so. Also, the key staff because sometimes the staff know the rules pretty well so

202

00:27:27.450 --> 00:27:34.260

Ann Macfarlane: The public may not raise a point of order, if you have a you know, a member of the public standing up as a point of order, they are out of order.

203

00:27:34.890 --> 00:27:53.430

Ann Macfarlane: Now two really important points, you may actually interrupt a speaker, if necessary, but we recommend not doing this, we recommend in general waiting and then making your point of order, and very important, it must be timely, you have to make it at the time of the offense Christie.

204

00:27:56.670 --> 00:28:01.950

Christy Carr: Thank you. I, in the example for the parking fees. The point of order was that

205

00:28:03.330 --> 00:28:13.920

Christy Carr: Rules not rules weren't procedural mistakes weren't made it didn't. The point of order didn't say that. Specifically, it just said that terms were inappropriate so

206

00:28:14.400 --> 00:28:21.510

Christy Carr: Do you need to one either state that the specific terms that a member made or inappropriate and then

207

00:28:22.020 --> 00:28:36.840

Christy Carr: Rule on that or is it that there is a specific procedure or rule that has been broken that you need to reference. If you had mentioned earlier that courtesy and respect is required by Robert's Rules. So is that the actual procedural mistake that's been made.

208

00:28:37.650 --> 00:28:41.280

Ann Macfarlane: Well, they were doing several different things wrong. They were not they were they were speaking

209

00:28:41.460 --> 00:28:42.900

Ann Macfarlane: To each other back and forth.

210

00:28:42.930 --> 00:28:51.600

Ann Macfarlane: And they were saying using offensive language and we will cover those inappropriate remarks and when you make a point of order, it's up to you how specific you want to get

211

00:28:52.140 --> 00:29:00.990

Ann Macfarlane: I mean, I sometimes you'll repeat the phrase, and sometimes you won't i mean it's it's really up to you. It's as long as it clear to the chair. What you're objecting to

212

00:29:02.880 --> 00:29:07.650

Christy Carr: Right, I guess my question is, because I think that we've had some specific

213

00:29:09.900 --> 00:29:18.810

Christy Carr: Issues in Council meetings where where we don't we don't know whether or not a procedure has been violated or not. And so I

214

00:29:19.200 --> 00:29:37.080

Christy Carr: I'm trying to understand how specific, we need to be and that when we're talking about inappropriate REMARKS. IS THAT A. Is that a procedural mistake that we're making because Robert's Rules says that we're supposed to have treat each other with courtesy and respect or is that just

215

00:29:38.460 --> 00:29:43.980

Christy Carr: Something that we agree on that inappropriate remarks can be used.

216

00:29:45.690 --> 00:29:53.670

Ann Macfarlane: Well Robert, and the end the common law require courtesy and respect at meetings and so it the fact that

217

00:29:54.360 --> 00:30:06.540

Ann Macfarlane: I mean when you say procedural when I say procedural in my mind, I'm thinking more in terms of people talking back and forth. And when we talk about language. I'm thinking more of decorum.

218

00:30:07.050 --> 00:30:15.180

Ann Macfarlane: And we're going to go into all of that we're going to talk about all of those as we go ahead. So keep your question. And if I haven't answered it later. Come back to me.

219

00:30:15.810 --> 00:30:16.200

Thanks.

220

00:30:17.280 --> 00:30:25.080

Ann Macfarlane: So this timeliness is critical. I don't know if you saw in the paper a couple of years ago editing on Auburn city council meeting one member made a

221

00:30:25.800 --> 00:30:34.470

Ann Macfarlane: Point of order and the member sitting next to him, said under her breath, but fully audible to the Cub Scouts in the front row. Thank you. You

222

00:30:34.830 --> 00:30:45.780

Ann Macfarlane: An effort only she didn't abbreviate and nobody said anything at the time, and then it took them a month to sort that out. There were six letters to the editor and all sorts of chaos and

223

00:30:46.050 --> 00:30:56.190

Ann Macfarlane: Everybody should just understand that you can't use obscenity at a meeting and you can't insult your colleagues and they should have said right away, you know, a point of order and dealt with it on the spot.

224

00:30:56.580 --> 00:31:04.230

Ann Macfarlane: But you can't you can't bring it up later. So, I mean, you obviously you could bring up the general question of your decorum, but a specific offense.

225

00:31:04.560 --> 00:31:15.420

Ann Macfarlane: You have to raise a point of order at the time. And the basic idea under Robert is that if there's an error of some kind, and you don't raise a point of order, you've accepted the error.

226

00:31:15.900 --> 00:31:26.610

Ann Macfarlane: So minor procedural mistakes that they're not going to invalidate something if you make a minor procedural mistakenly you move on. Then it says if it was okay yes rush home.

227

00:31:28.260 --> 00:31:44.460

Rasham Nassar: Yes, and in speaking about interruptions. I know that it's appropriate to interrupt a council member to call a point of order, but what about interruptions, where no point of order is called but council member is just speaking and the chair or another council member interrupts them.

228

00:31:44.760 --> 00:31:47.310

Ann Macfarlane: So we'll talk about that. Okay, we'll get there.

229

00:31:48.420 --> 00:31:57.810

Ann Macfarlane: So I'm going to play for you. Just a little clip. Once I get the volume adjusted. Here we go. That demonstrates how this works.

230

00:31:59.820 --> 00:32:00.750

Ann Macfarlane: Plaintiff border.

231

00:32:01.860 --> 00:32:05.550

Ann Macfarlane: State your point that comment breaks our rules of decorum.

232

00:32:07.170 --> 00:32:10.320

Ann Macfarlane: The point is well taken members may not use this term.

233

00:32:14.280 --> 00:32:21.120

Ann Macfarlane: So that's it. You see it's very simple, really, it's just, it's just the member says, point of order, the chair says, state your point.

234

00:32:21.510 --> 00:32:28.740

Ann Macfarlane: The Member explains in the chair says, the point is well taken, or the point is not well taken. So it's not highly complicated

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00:32:29.520 --> 00:32:36.930

Ann Macfarlane: Now notice that the chair is using the third person to keep things neutral and listen conflict, the chairs stating the general rule.

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00:32:37.470 --> 00:32:42.120

Ann Macfarlane: It's like you're the voice of Robert to your speaking on behalf of the Rules of Procedure.

237

00:32:42.540 --> 00:32:48.480

Ann Macfarlane: And don't don't say you're out of order. Don't say you made a mistake. I was at a council meeting once where the chair said

238

00:32:48.930 --> 00:32:55.350

Ann Macfarlane: JOHN I think you're off topic. And that's a mistake that just personalizes everything and makes it more difficult.

239

00:32:55.770 --> 00:33:09.570

Ann Macfarlane: And when in doubt, ask the group, the chair can always ask the group to decide if a point of order is correct or not, the chair can get off the hook right away right from the beginning by using this power now.

240

00:33:12.180 --> 00:33:26.250

Ann Macfarlane: The chair doesn't have to say, point of order, the chair already has the duty of maintaining order and decorum. So the chair just needs to take appropriate action. But what if something happens, you just check my volume again.

241

00:33:27.270 --> 00:33:33.420

Ann Macfarlane: What if something happens like this, the members are just going around in circles and wasting time with this discussion.

242

00:33:34.770 --> 00:33:38.790

Ann Macfarlane: Point of order the chairman's follow the same rules as the rest of us.

243

00:33:40.200 --> 00:33:44.520

Ann Macfarlane: Oh, the point is well taken the chair apologizes for getting carried away.

244

00:33:46.920 --> 00:33:59.220

Ann Macfarlane: So the chair is subject to the same rules and if the chair breaks one of the rules a member may raise a point of order that your rules on their own behavior, which seems totally odd, but it's the way that the system works.

245

00:34:00.300 --> 00:34:10.800

Ann Macfarlane: So I want to mention a pitfall here. Sometimes I introduced this concept to cities and then they start misusing it and overusing it I know one city where

246

00:34:11.130 --> 00:34:15.210

Ann Macfarlane: three or five times a meeting, they're throwing points of order at each other like little darts.

247

00:34:15.510 --> 00:34:28.200

Ann Macfarlane: It's not a weapon. It's a tool and so don't weaponize it you may interrupt to make a point of order, sometimes you have to, but usually it's not necessary to interrupt and you should hold back and make it at the end of the speech.

248

00:34:28.740 --> 00:34:34.980

Ann Macfarlane: And I also believe that usually it's best not to call a point of order for Jermaine this for whether something is relevant.

249

00:34:35.370 --> 00:34:45.660

Ann Macfarlane: What was happening in one city was the member would say I think we can't approve this Transportation Improvement Plan. Because instead, we need to put our resources into homelessness issues.

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00:34:46.050 --> 00:34:48.990

Ann Macfarlane: And somebody says, point of order homelessness issues aren't germane

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00:34:49.740 --> 00:34:54.600

Ann Macfarlane: I think that's a mistake, you know, let people develop their theme, let them make their argument.

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00:34:54.900 --> 00:34:59.640

Ann Macfarlane: I mean, if they start telling you about their vacation in Peru. Okay, that's not germane, but

253

00:34:59.910 --> 00:35:09.090

Ann Macfarlane: I think that people can have genuinely different opinions about what's relevant and what's not. So I'm in favor of not calling a point of order for Jermaine this

254

00:35:09.720 --> 00:35:22.740

Ann Macfarlane: Now once the chair has ruled on a point of order, the only allowable form of discussion is to appeal the ruling so appeal is the most important motion in all of Robert's Rules and the least known

255

00:35:23.880 --> 00:35:34.050

Ann Macfarlane: The cheer enforces order and decorum, but the group is the final authority any two members can appeal a ruling of the Chair one member appeals and one seconds the appeal.

256

00:35:34.500 --> 00:35:42.660

Ann Macfarlane: Now the exception if the ruling is a matter on which there cannot be to reasonable interpretations. The ruling cannot be appealed. If you have

257

00:35:43.290 --> 00:35:58.110

Ann Macfarlane: Something that's in your bylaws, you know, it can't be appeal, but other things can. And obviously we're talking here about many subjective things. So here's an example of Appeal Court was a cesspool of corruption plaintiff border.

258

00:35:59.250 --> 00:36:02.940

Ann Macfarlane: State your point that comment breaks our rules at the corn.

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00:36:04.050 --> 00:36:08.880

Ann Macfarlane: The point is well taken members may not use this term appeal.

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00:36:09.900 --> 00:36:10.560

Ann Macfarlane: Second,

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00:36:11.910 --> 00:36:18.150

Ann Macfarlane: Very well the ruling of the cheer has been appealed and seconded the members will decide the matter.

262

00:36:19.440 --> 00:36:35.700

Ann Macfarlane: The question is whether the chairs ruling that the words cesspool of corruption break our rules of decorum should be sustained all those who believe that should be sustained please say, Aye. All those who believe it should not be sustained. Please say no.

263

00:36:37.830 --> 00:36:54.660

Ann Macfarlane: No, in this instance, the Members voted no. So the ruling of the Chair was not sustained I put this unhappy figure in just for fun, but in fact if you lose an appeal. It's better to maintain a neutral face, try to give the impression that you don't care.

264

00:37:00.270 --> 00:37:07.860

Ann Macfarlane: That was an actual instance by the way somebody used the term cesspool of corruption about the Seattle port. So I always like to get my examples from real life.

265

00:37:08.220 --> 00:37:18.210

Ann Macfarlane: So this is how you process the appeal appeal. Second, the chairs. Really, it's been appeal to Members will decide all those who believe that ruling should be sustained please say aye.

266

00:37:18.870 --> 00:37:23.490

Ann Macfarlane: All those who believe it should not be sustained. Please say no and then the chair issues, the outcome.

267

00:37:24.030 --> 00:37:34.980

Ann Macfarlane: Now, a couple things that chair must take care in explaining the vote to the members. The basic principle is the chairs ruling stands until it is overturned.

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00:37:35.580 --> 00:37:41.430

Ann Macfarlane: So the question being voted on his shell, the decision of the chair be sustained seems contract.

269

00:37:41.910 --> 00:37:52.380

Ann Macfarlane: Indicated you know it seems backwards. But if you're with the chair. You have to vote yes. And if you're against you vote no. So it's confusing. It takes a negative vote for the appeal to win.

270

00:37:52.980 --> 00:38:01.380

Ann Macfarlane: A majority vote in favor of sustaining the chairs ruling or a tie means that the chairs ruling stands and the chair may vote on the appeal.

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00:38:02.610 --> 00:38:07.260

Ann Macfarlane: So a couple other points, point of order is made by one member but an appeal needs a second

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00:38:08.070 --> 00:38:14.310

Ann Macfarlane: Point of order and appeal are processed immediately no other business can take place until they are dealt with.

273

00:38:14.820 --> 00:38:25.590

Ann Macfarlane: And points of order and appeals do not count against a members turn to speak in debate. It's just like that pesky little dinosaur flying overhead that doesn't impede your rights.

274

00:38:26.490 --> 00:38:32.220

Ann Macfarlane: And point of order, cannot be debated appeals pertaining to language and decorum cannot be debated.

275

00:38:32.580 --> 00:38:43.410

Ann Macfarlane: And when an appeal can be debated the process is different from anything else in Robert's Rules. So if you get really sophisticated and make debatable appeals, you want to study how that is done.

276

00:38:44.280 --> 00:38:51.780

Ann Macfarlane: So we believe that point of order and appeal are the heart of democracy there what it's all about. And that's what prevents

277

00:38:52.260 --> 00:39:03.660

Ann Macfarlane: Any situation of having the chair be a dictator. So we have this paper in the reference materials that Christine sent out to you and I recommend that you study it and use it in the proper way.

278

00:39:04.590 --> 00:39:12.660

Ann Macfarlane: So now we're going to talk about how to do this. How are we going to achieve our goals. This is what we recommend seek recognition before speaking

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00:39:13.290 --> 00:39:20.520

Ann Macfarlane: No one may speak a second time to everyone who wishes to do so has spoken once no sidebar conversations or whispering

280

00:39:20.910 --> 00:39:29.070

Ann Macfarlane: No interrupting, and then to optional rules, speak to the chair and debate must be either for or against

281

00:39:29.610 --> 00:39:38.400

Ann Macfarlane: So members must seek recognition from the presenter before speaking this is just critical again I'm going to give it to in red because it's so important.

282

00:39:39.000 --> 00:39:44.580

Ann Macfarlane: The chair has to control the discussion and members have to seek recognition before they speak.

283

00:39:45.030 --> 00:39:53.400

Ann Macfarlane: You raise your hand and you wait to speak until the presenter calls your name nods at you or gives you some other sign that you have permission to speak.

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00:39:53.820 --> 00:40:03.120

Ann Macfarlane: Online, you can use the raise hand function or raise your physical hand. Now notice that when you have been not been recognized you have a duty to remain silent.

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00:40:04.110 --> 00:40:19.770

Ann Macfarlane: When you have not been recognized you have a duty to remain silent. The exception is a point of order when essential. So we have this paper rights and responsibilities of the member is written by a colleague of mine, and it's in your reference materials that goes into these details.

286

00:40:20.790 --> 00:40:31.980

Ann Macfarlane: So the chair can keep track of who is spoken and who wishes to speak using a chart, the chair can empower the VICE CHAIR TO DO THIS. THE MAYOR PRO TEM it's good training for them or you can use the round robin

287

00:40:32.490 --> 00:40:38.760

Ann Macfarlane: In a round robin you go around the table asking each person in turn for their opinion. People may pass

288

00:40:39.210 --> 00:40:52.050

Ann Macfarlane: It's important to have a pencil in hand to jot down points or questions for when your turn arrives and the chair has to wait their turn also sometimes when in the round robin the chair answers each person back and that's not allowed. Yes, Michael.

289

00:40:53.100 --> 00:40:56.640

Michael Pollock: So my question. This came up

290

00:40:57.810 --> 00:41:00.330

Michael Pollock: About point of order, and

291

00:41:03.240 --> 00:41:22.830

Michael Pollock: Speaking, so you have to wait till you're recognized by the chair. But there was an instance where there was someone that had their hand raised to speak and the chair didn't recognize them. And so then the vote was taken before they had a chance to speak so

292

00:41:24.270 --> 00:41:26.400

Michael Pollock: How do you address that problem.

293

00:41:28.050 --> 00:41:29.040

Ann Macfarlane: Well, that

294

00:41:30.180 --> 00:41:35.610

Ann Macfarlane: Sometimes it's a problem as to how people are going to indicate that they're making a point of order.

295

00:41:36.750 --> 00:41:43.230

Ann Macfarlane: Rather than waiting in turn to speak and one solution is to have everybody have a card just like this, you know,

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00:41:43.590 --> 00:41:52.020

Ann Macfarlane: So that the chair can see on a small board like yours that someone is making a point of order, because it is a challenge. It is difficult.

297

00:41:52.290 --> 00:42:00.000

Ann Macfarlane: To monitor who's waiting to speak and who's raising hands and so on. So we recommend, if possible, having two people involved in that.

298

00:42:00.630 --> 00:42:10.650

Ann Macfarlane: So that may be the vice chair or the clerk or somebody is tracking. So people should be recognized. They should have their turn to speak before vote is taken.

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00:42:11.010 --> 00:42:27.150

Ann Macfarlane: And so then if you, if a Member has raised a hand enough been recognized, you know, then the thing to do would be quickly to make a point of order, now you can't you can't make a point of order during voting, but you could make one right after you could say.

300

00:42:28.500 --> 00:42:39.780

Ann Macfarlane: Chair, I was trying to speak and I wasn't able to. And so I think this is this vote should be retaken and if the chair hasn't announced the result, you can do that. Does that answer your question.

301

00:42:40.410 --> 00:42:46.860

Michael Pollock: Yeah, I think so. But if the chair has announced about man. Now what happens

302

00:42:47.250 --> 00:42:52.410

Ann Macfarlane: Well, maybe the chair. Maybe you still make the point and say I request that we retake this

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00:42:52.920 --> 00:43:05.220

Ann Macfarlane: That the chair has an absolute duty to be very clear about the outcome of the vote, and if there's any question about it. You know, the chair should be as accommodating as possible to make sure that it's fair.

304

00:43:06.480 --> 00:43:12.240

Michael Pollock: Okay, I have another question about that. But are we going to talk about calling the question leader.

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00:43:12.390 --> 00:43:13.110

Ann Macfarlane: Yes, we are.

306

00:43:13.440 --> 00:43:15.420

Michael Pollock: Okay, now all the way from them.

307

00:43:15.840 --> 00:43:16.290

Okay.

308

00:43:17.520 --> 00:43:25.980

Ann Macfarlane: So this round robin is is really handy and you know one thing that sometimes happens in city council's is one council member

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00:43:26.220 --> 00:43:33.630

Ann Macfarlane: Will get into a back and forth with a staff member and they'll go on for 10 minutes asking questions back and I don't approve of that either. I think

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00:43:33.990 --> 00:43:39.900

Ann Macfarlane: You know, get people will talk about processing and questioning, but you don't want to let any two people hijack the meeting.

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00:43:40.710 --> 00:43:45.360

Ann Macfarlane: So here's a speaking chart, which I give to you, freely to adapt any way you like.

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00:43:45.780 --> 00:43:58.650

Ann Macfarlane: It's just very handy. You can check off each person as they speak and that enables you to be sure that no one is being recognized twice and that people who haven't yet spoken have an opportunity. So it's very, very useful.

313

00:43:59.430 --> 00:44:09.090

Ann Macfarlane: Now, when a member has the floor, they have the right to speak until they've completed their comments interrupting is absolutely forbidden members may not interrupt each other.

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00:44:09.390 --> 00:44:19.770

Ann Macfarlane: And the cheer may not interrupt members, except for point of order when essential or if a member is breaking the rules. The chair may interrupt to bring that to their attention.

315

00:44:20.130 --> 00:44:27.390

Ann Macfarlane: But absolutely, this interrupting which we do in real life, all the time, you know, is not allowed during council meetings.

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00:44:28.230 --> 00:44:34.650

Ann Macfarlane: Speaking to the chair is an optional rule, but it's really helpful if you speak to the chair you prevent

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00:44:35.040 --> 00:44:49.170

Ann Macfarlane: That kind of down the rabbit hole thing that can happen where two people start going back and forth and everything disintegrates. It's a kind of sonar everything pings back and forth and it D personalizes issues and improves the clarity of discussion.

318

00:44:50.250 --> 00:44:57.390

Ann Macfarlane: So this was a sign from the Seattle yacht club. I was not there as a member, but I was giving a presentation and I had to laugh when I saw it.

319

00:44:57.750 --> 00:45:04.200

Ann Macfarlane: We strongly recommend that groups adopt a policy of no electronic devices. No cell phones during the meeting.

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00:45:04.620 --> 00:45:15.810

Ann Macfarlane: Why because phone snubbing you know where you're looking at your phone, instead of your colleagues is rude to others and we can still bodies cohesion and ability to work well together.

321

00:45:16.380 --> 00:45:22.320

Ann Macfarlane: Thank you Joe. When members are distracted. They are not attending to the work of the body which waste everyone's time

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00:45:22.680 --> 00:45:33.090

Ann Macfarlane: And absolutely no tweeting or posting on social media during meetings. And of course, obviously no tweeting among them between Council members that would violate the Open Meetings Act rush home.

323

00:45:36.390 --> 00:45:38.760

Rasham Nassar: Yes, a question about interrupting.

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00:45:39.060 --> 00:45:40.890

Rasham Nassar: Yeah, I, I have

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00:45:42.030 --> 00:45:43.530

Rasham Nassar: I have noticed this.

326

00:45:45.870 --> 00:45:50.070

Rasham Nassar: Kind of form is a habit with our council body. I've been on the Council now for three years and

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00:45:50.580 --> 00:46:05.250

Rasham Nassar: I'm council members have been interrupted in the past, including myself, and the interruption is not does not take the form of a point of order, but I think most commonly the interruption. The, the justification for the interruption.

328

00:46:05.790 --> 00:46:15.630

Rasham Nassar: relates to something that you also briefly mentioned, which is that one council member another council member or the chair perceives that the Council member who has the floor.

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00:46:17.280 --> 00:46:19.440

Rasham Nassar: Their comments are

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00:46:20.700 --> 00:46:32.910

Rasham Nassar: Trending or moving off topic. In the view of the from the view of the interrupter not necessarily from the view of the speaker and I'm not sure when the Council, I know that we talked about.

331

00:46:34.320 --> 00:46:40.080

Rasham Nassar: You know, we all came to a common understanding or agreement that when we speak, we would

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00:46:40.950 --> 00:46:52.920

Rasham Nassar: Attempt or try or committed to keeping our comments on topic, but an experience the application of that unwritten rule is very subjective.

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00:46:53.580 --> 00:46:58.110

Rasham Nassar: And I just wonder if you could speak to that because I think I heard you say that you don't recommend that we

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00:46:58.740 --> 00:47:07.260

Rasham Nassar: limit our ability to speak to a container of being on topic because sometimes topics do enter relate and sometimes your comments on one topic you

335

00:47:07.680 --> 00:47:23.370

Rasham Nassar: Kind of migrate on to another as your homelessness example. And so I'm just wondering if you could speak about that and whether or not it's with regard to interrupting if that could constitute a point of order interruption or not.

336

00:47:24.510 --> 00:47:25.890

Ann Macfarlane: Well, again, it's up to you.

337

00:47:25.950 --> 00:47:32.790

Ann Macfarlane: It's up to what you all decide. And finally, ultimately, it's up to the Council, I recommend that

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00:47:33.330 --> 00:47:44.970

Ann Macfarlane: The chair interrupt someone or a member raise a point of order when it's really clear what the issue is. And I recommend that councils, don't interrupt about your meanness

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00:47:45.210 --> 00:47:52.200

Ann Macfarlane: In general, because it is so subjective. But if that happens if a member makes a point of order, and says, I think that talking about

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00:47:52.710 --> 00:47:58.290

Ann Macfarlane: The, the member is talking about the homeless situation that's not relevant. I would turn immediately to the group.

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00:47:58.890 --> 00:48:05.940

Ann Macfarlane: I would turn immediately to the group and say all those who believe that the Members should be allowed to continue speaking about homelessness, raise your hand.

342

00:48:06.360 --> 00:48:15.210

Ann Macfarlane: All those believe that he shouldn't lower your raise your hand and just not get into trying to be an arbiter of what's relevant and what's not.

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00:48:16.380 --> 00:48:18.300

Ann Macfarlane: That's my thought, Leslie.

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00:48:20.670 --> 00:48:25.170

Leslie Schneider: Thank you. And going back a little bit to the, to the point of order.

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00:48:26.430 --> 00:48:42.060

Leslie Schneider: everything you said. Makes sense. So there's this idea that people cannot speak twice until everyone has spoken once we're on if you're in a in kind of a heated back and forth because of the point of order.

346

00:48:42.630 --> 00:48:59.790

Leslie Schneider: And the PERT and there are certain people who have spoken twice already. Does the chair, then ignore a raised hand in, zoom or whatever and and just go and call for the vote or like how do you, how does a chair regain order.

347

00:49:01.830 --> 00:49:12.540

Leslie Schneider: Either when someone is speaking without requesting permission from the chair or if they have already spoken twice on this particular issue.

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00:49:13.830 --> 00:49:15.840

Ann Macfarlane: Well, a point of order is not debatable.

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00:49:17.190 --> 00:49:28.410

Ann Macfarlane: A point of order is not debatable. If someone makes a point of order, and says, this is not relevant. The chair has to issue a ruling or has to ask people to vote immediately.

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00:49:28.800 --> 00:49:35.910

Ann Macfarlane: So if somebody is interrupting to speak further they should be stopped. They should be stopped. They don't have the right to do that.

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00:49:36.420 --> 00:49:44.070

Ann Macfarlane: And it's really important that the group agrees to this. I mean, I can sit here all Saturday and tell you about these rules.

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00:49:44.490 --> 00:49:54.990

Ann Macfarlane: But it won't have any effect at all unless you all internalize them and unless you agree that they make sense. Now we are going to talk a little bit later about what's the point of rules of order.

353

00:49:55.500 --> 00:50:07.680

Ann Macfarlane: But the ultimately members have a duty to do what the chair says they have a duty to obey the chair. We don't like the word obedience in our modern day but that's right there in the essence of this system.

354

00:50:08.310 --> 00:50:15.390

Ann Macfarlane: And the chair has a duty to follow the rules and to apply them correctly. And if she makes a mistake or he makes a mistake to say so.

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00:50:16.320 --> 00:50:27.540

Ann Macfarlane: So I did notice I observed one of your council meetings and I did notice a lot of speaking without being recognized and I recommend that you just give that up just give that up and we'll talk later about why

356

00:50:28.710 --> 00:50:29.730

Okay, that

357

00:50:30.930 --> 00:50:37.590

Ann Macfarlane: So again, speaking to the chair. It's an optional thing, but it really is helpful, you know, and if I feel

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00:50:37.890 --> 00:50:45.630

Ann Macfarlane: You know that the mayor has said something. I don't understand. I don't turn to Leslie and say, what are you saying I asked the, I mean that's that's a bad example.

359

00:50:45.870 --> 00:50:59.220

Ann Macfarlane: But say Michael says they were saying, I turned to the mirror. I say, Matt. Amir I'm confused by the Council members comment is the budget actually 10 million, or is it 12 million and then the mayor asks the Council member to advise about the matter.

360

00:51:00.570 --> 00:51:01.320

Ann Macfarlane: Yes, Joe.

361

00:51:01.620 --> 00:51:17.040

Joe Deets: I think that that's an interesting point that I think colleagues, we can adopt because I don't think I certainly didn't occur to me that say if I hear something from any of you that maybe I don't understand. I think in the past I've asked you.

362

00:51:18.150 --> 00:51:21.840

Joe Deets: For clarification. But what you're saying. And as I go to the chair and say,

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00:51:23.280 --> 00:51:30.270

Joe Deets: Say mayor, Leslie. I don't understand what council member, someone so said is that would that be the right way to do it.

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00:51:30.510 --> 00:51:32.460

Ann Macfarlane: Yep, yep, Kirsten

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00:51:36.000 --> 00:51:41.340

Kirsten Hytopoulos: I hate to go back, but I just realized I think the Council could really use some clarity, going back to the interrupting on something.

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00:51:41.700 --> 00:51:48.060

Kirsten Hytopoulos: We're what I'm hearing is and I think this is really important for us to go on the same page about is that if we wind up having

367

00:51:48.390 --> 00:52:03.780

Kirsten Hytopoulos: If we have a procedural rule that, for example, we can only talk for five minutes and then presuming that there is a procedural rule with regards to straying too far off topic that someone could be interrupted by a point of order.

368

00:52:04.080 --> 00:52:15.900

Kirsten Hytopoulos: Yes judicious with but maybe more importantly I believe I heard you say that the chair, the chair chair just enforces Brazil is the point of order, so that would it feel like interrupting.

369

00:52:16.410 --> 00:52:23.250

Kirsten Hytopoulos: me be very clear on that. The chair could do that. And I don't want to encourage the chair do that but i think that that was a really important clarification that when the chair.

370

00:52:23.610 --> 00:52:32.610

Kirsten Hytopoulos: If the chair interrupted someone because they were going on to five and a half minutes. That would be appropriate because they would be enforcing a rule.

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00:52:33.030 --> 00:52:36.360

Ann Macfarlane: Absolutely, absolutely, that this whole system depends on that.

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00:52:37.170 --> 00:52:42.300

Ann Macfarlane: This whole system depends on that and we will talk more about that later. Under our session, the right kind of control.

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00:52:44.190 --> 00:52:46.110

Ann Macfarlane: Okay. All right, so

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00:52:46.890 --> 00:52:48.720

Joe Deets: Oh, one other thing. And, sorry.

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00:52:48.780 --> 00:52:49.560

Ann Macfarlane: Yes, uh huh.

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00:52:50.310 --> 00:52:59.520

Joe Deets: So relating to the five minutes. So let's just hypothetical. So, a colleague and one of them could be me speak is speaking and you hit the five minute mark.

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00:53:00.450 --> 00:53:08.190

Joe Deets: Within the chair. Suppose, assuming we assume we adopt this rule, which we haven't and we can have that conversation later.

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00:53:08.520 --> 00:53:16.680

Joe Deets: But suppose we had that Rule five minutes and that role has been you know someone's gone more than five minutes and then save the chair would say

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00:53:17.250 --> 00:53:29.850

Joe Deets: Council member so on. So you've accent exceeded your five minutes with this be something maybe some one of us and other council members as well I'd actually like to hear the finish of this. I mean, could we

380

00:53:30.210 --> 00:53:35.520

Ann Macfarlane: Sure. Sure. So the chair would say council member deeds. Your time's up. Thank you.

381

00:53:36.000 --> 00:53:50.370

Ann Macfarlane: And then another member could say I moved to extend the limits of debate to allow the council member to complete his remarks and the chair could say, is there any objection or she could take a vote takes a two thirds vote to limit or extend debate.

382

00:53:51.630 --> 00:53:58.860

Ann Macfarlane: So that's it's perfectly possible. None of this is intended to be a pro Christie in bed, you know, or a straight jacket. Okay.

383

00:54:00.480 --> 00:54:02.160

Ann Macfarlane: Okay, question.

384

00:54:03.540 --> 00:54:04.140

Ann Macfarlane: All right.

385

00:54:05.280 --> 00:54:06.030

Ann Macfarlane: Yes, uh huh.

386

00:54:06.270 --> 00:54:08.160

Rasham Nassar: My interest shake my hand.

387

00:54:08.400 --> 00:54:08.760

Ann Macfarlane: At all.

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00:54:11.460 --> 00:54:16.530

Rasham Nassar: Yeah, I wonder about picking up on what counts number had topless said about how the

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00:54:17.820 --> 00:54:26.820

Rasham Nassar: The, the authority or right to interrupt council members when they speak, and especially especially pertaining to what constitutes a more subjective.

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00:54:27.870 --> 00:54:34.110

Rasham Nassar: Ruling as an I perceive the council member to be veering off topic, things of that nature and

391

00:54:34.620 --> 00:54:44.820

Rasham Nassar: If we were to adopt those as our rules. How can you speak a little bit about minority the preservation of minority opinion in the minority, those are there are in representing the minority opinion.

392

00:54:45.150 --> 00:54:54.210

Rasham Nassar: preserving and protecting their right to speak, especially if the, if it is called as a point of order, which then goes to a majority to the body to vote.

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00:54:54.750 --> 00:55:07.620

Rasham Nassar: And if after there is the chair rules on that and there is an appeal. Can you speak a little bit about that. Is there is there may be some recommendation that we adopt the two thirds majority vote. Do you think that would be more

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00:55:08.640 --> 00:55:13.860

Rasham Nassar: Beneficial or provide greater protections for minority expressions of opinions.

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00:55:14.790 --> 00:55:26.550

Ann Macfarlane: Know, I think that the standard rules as set out by Robert work pretty well, but we will talk a little bit about that when it comes to call the question. So let me address that a little bit further. Anybody else

396

00:55:27.900 --> 00:55:35.340

Ann Macfarlane: Okay, so I just want to say that we recognize that sometimes there's benefit in the conversational style or informal discussion.

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00:55:35.910 --> 00:55:42.030

Ann Macfarlane: It provides a Sparky flow of ideas that can be beneficial. It can be useful in committee meetings or work sessions.

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00:55:42.300 --> 00:55:51.660

Ann Macfarlane: But we just beg you, please don't make the conversational style your ordinary or default style of discussion. It's really a mistake in our view.

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00:55:52.470 --> 00:55:58.290

Ann Macfarlane: So we have these sample discussion guidelines for local governments which I included in your reference materials.

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00:55:58.620 --> 00:56:05.040

Ann Macfarlane: And we give free permission to adapt them in any way that works for you. If you decide that you want to. You might just like to read them over.

401

00:56:05.310 --> 00:56:12.690

Ann Macfarlane: And see if some of the language and ideas are useful for you. And if you want a word version. We're happy to give you one.

402

00:56:13.470 --> 00:56:20.160

Ann Macfarlane: So my suggestion for you, council members is this. Don't try to convince your colleagues that you are right.

403

00:56:20.880 --> 00:56:30.330

Ann Macfarlane: Don't answer them back or question what they said, Don't argue with them just state your own position as clearly and effectively as you can.

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00:56:31.020 --> 00:56:45.300

Ann Macfarlane: That's my personal recommendation based on 20 years of not not 2015 years of watching council meetings so you don't have to do it, but I think that if you follow this guidance your discussions will go a lot better.

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00:56:46.650 --> 00:56:57.000

Ann Macfarlane: So we are now due to talk about motions and amendments, but we're a little bit behind our schedule, which is fine. I love the questions. So we're going to take a stand at ease.

406

00:56:57.510 --> 00:57:05.670

Ann Macfarlane: Where you can go and top off your coffee or whatever for five minutes. So Christine. Do you have a counter that you can set up for us. I'll stop sharing

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00:57:08.910 --> 00:57:09.810

Christine Brown: Yes, I can do that.

408

00:57:10.320 --> 00:57:12.480

Ann Macfarlane: Okay, so I'll see you back in five minutes.

409

01:02:33.000 --> 01:02:34.890

Ann Macfarlane: Okay, so let's resume.

410

01:02:38.760 --> 01:02:39.990

Ann Macfarlane: share my screen.

411

01:02:46.680 --> 01:02:47.730

Ann Macfarlane: Everybody got it.

412

01:02:48.900 --> 01:02:51.780

Ann Macfarlane: Okay, so we'll go on to emotions and amendments.

413

01:03:09.330 --> 01:03:21.060

Ann Macfarlane: So a main motion is the usual and customary way to start the action of discussion and decision making and in our system, we represent that by a tyrannosaurus rex

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01:03:21.540 --> 01:03:35.100

Ann Macfarlane: So for small boards up to about 12 people it's okay to have discussion before a motion is moved but Jurassic Parliament recommends moving the motion before discussing it whenever possible.

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01:03:35.640 --> 01:03:43.830

Ann Macfarlane: So here's an example of our T rex here. So we recommend this sequence. The staff resist the proposal in writing and answers. Any questions.

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01:03:44.250 --> 01:03:48.360

Ann Macfarlane: Each council member may ask one or two questions, then the next member has a turn.

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01:03:48.930 --> 01:03:58.410

Ann Macfarlane: The motion is moved and seconded the members discuss the motion and may amended, that's when amendments come in and then the Members vote on the motion.

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01:03:58.950 --> 01:04:06.240

Ann Macfarlane: So a main motion should be in writing, if at all possible, you can project it on the screen. You can use a three part form.

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01:04:06.720 --> 01:04:12.600

Ann Macfarlane: You can, it should be clear and unambiguous don't say I move what he just said, or So moved.

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01:04:13.110 --> 01:04:20.730

Ann Macfarlane: It must be phrased in the grammatical positive and it must comply with the bylaws, and the procedural law of the land.

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01:04:21.060 --> 01:04:34.380

Ann Macfarlane: And you can only have one main motion at a time. So if somebody makes a main motion and then somebody else makes another main motion. This guy has to run away and hide behind the trees until we've disposed of the one that we've got

422

01:04:35.790 --> 01:04:50.010

Ann Macfarlane: So how do you introduce a main motion three little words I want you all to memorize this, please. I move that. Can you hear me. Can you hear it. I move that that's all you have to say, don't say, I would like to move

423

01:04:50.010 --> 01:04:50.490

That

424

01:04:51.600 --> 01:05:03.360

Ann Macfarlane: I move that. That's it. That's all it takes. Very, very simple. And then you state very clearly and concisely, what you are moving. So the member has the responsibility of formulating the motion.

425

01:05:03.840 --> 01:05:09.690

Ann Macfarlane: And don't mix up your ideas about the subject with emotion itself save those for debate.

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01:05:10.020 --> 01:05:14.700

Ann Macfarlane: So we might hear this. I've been noticing that the number of wild cats is increasing in our city.

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01:05:14.940 --> 01:05:21.360

Ann Macfarlane: And they're getting stomped on by bigger dinosaurs. It's important that the city do something to protect them. So I think, allowing calculus would be great.

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01:05:21.690 --> 01:05:29.070

Ann Macfarlane: This fits in with our mandate to serve all species and it will make the little kitties safer. That's a way to drive your city clerk insane.

429

01:05:29.640 --> 01:05:39.420

Ann Macfarlane: Don't do it. Don't do it. Instead, you say, I moved that residents be authorized to build cameos in their private yards and that's your that's your main motion.

430

01:05:40.140 --> 01:05:46.740

Ann Macfarlane: And you can request a moment to write it down man have a few minutes to write this motion down the chair can request at the emotion be written

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01:05:47.160 --> 01:05:52.080

Ann Macfarlane: And you can use the three part motion forms, then somebody says second the motion.

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01:05:52.680 --> 01:05:59.340

Ann Macfarlane: Now you set into motion to show that you would like to talk about it. There's no need to be recognized. You just call out second

433

01:05:59.880 --> 01:06:05.370

Ann Macfarlane: And it's okay to second emotion you disagree with. If you want to explain why it's a bad idea.

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01:06:06.330 --> 01:06:14.400

Ann Macfarlane: If there's no second the chair says there being no second emotion will not be considered and then moves immediately to the next item of business.

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01:06:15.030 --> 01:06:20.130

Ann Macfarlane: Now, note that under Robert's Rules, the maker of the motion cannot speak against it.

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01:06:20.970 --> 01:06:26.550

Ann Macfarlane: If they've changed their mind in the discussion, the usual way is to request permission to withdraw the motion.

437

01:06:27.240 --> 01:06:34.680

Ann Macfarlane: They have to get permission from the body. Now the Maker can vote against their own motion, but this is a little fine point that it's good to know.

438

01:06:35.670 --> 01:06:45.960

Ann Macfarlane: So there are eight steps to process emotion. And if any of you printed out the slides handout. It has a worksheet for this, but if you didn't. Never mind. We'll just go through them.

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01:06:46.590 --> 01:06:52.020

Ann Macfarlane: So the member makes the motion. Another member seconds the motion, the chair states the motion.

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01:06:52.920 --> 01:07:00.930

Ann Macfarlane: The Members, debate and or Amanda motion, the chair restates the motion and calls for the vote, the Members vote on the motion.

441

01:07:01.350 --> 01:07:08.970

Ann Macfarlane: The chair restates the states the chair states the results of the vote whether the motion passes or fails. And what happens next. As a result of the vote.

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01:07:09.390 --> 01:07:18.930

Ann Macfarlane: And then the chair states. The next item of business. So how many times to the Members here the motion. Can you show me a show of hands with your fingers. How many times

443

01:07:24.390 --> 01:07:31.440

Ann Macfarlane: Yep. Three times when the member makes it initially when the chair states it before debate and when the chair states that after to be

444

01:07:31.830 --> 01:07:39.150

Ann Macfarlane: It's really important that the chair do that. Now obviously if it's a long ordinance title, you're not going to read the whole thing. But you can just refer to it, but

445

01:07:39.570 --> 01:07:48.840

Ann Macfarlane: The way the chair states, the motion is the official text. So if your chair some chairs have a tendency to improve motions. They kind of massage them a little bit

446

01:07:49.110 --> 01:07:57.000

Ann Macfarlane: And if that takes it away from what you wanted. You have to say just a moment point of order, that's not what I said. Because the chair statement is the official statement.

447

01:07:58.410 --> 01:08:06.060

Ann Macfarlane: So here's our main motion residents will be authorized to build cameos in their private yards in the general contractor.

448

01:08:06.720 --> 01:08:15.060

Ann Macfarlane: Says I feel that cameos will allow our dear feline friends to experience the outdoors without getting hurt or endangering other wildlife wildlife.

449

01:08:15.450 --> 01:08:23.520

Ann Macfarlane: Here's an example of a cute little cameo, I urge my colleagues to vote in favor of this motion. I have to go backwards. If they had the example too soon.

450

01:08:26.100 --> 01:08:35.940

Ann Macfarlane: There we go. So there's the example that the contractor wants to authorize a cute little cameo. So then we're going to have discussion about it. Once we've made it

451

01:08:36.720 --> 01:08:49.500

Ann Macfarlane: And the photographer says i'm in favor, my cousin has built a cat do and her little pet, pet fuzzy is completely at home it as you can see from this picture. So here's fuzzy just loving that little safety of the caddy

452

01:08:50.130 --> 01:08:57.150

Ann Macfarlane: And then somebody else the architects is I think this is a terrible idea castillo's are intrusive and will ruin the look of our city.

453

01:08:57.360 --> 01:09:09.360

Ann Macfarlane: Here's an example. I saw when I visited dyno don't last week, we don't want this kind of ugly building and beautiful day novelists. So here's the can do that, the architect does not approve of from diner dome.

454

01:09:10.350 --> 01:09:21.630

Ann Macfarlane: So when it seems that discussion is finished the chair asks, is there any further discussion or are you ready to vote. And then if no one speaks up takes a vote. This is a kind of a rhetorical question.

455

01:09:22.200 --> 01:09:28.530

Ann Macfarlane: Now, note that this is different from the traditional language recommended by Robert's Rules, but we think it's better. It's more clear.

456

01:09:30.120 --> 01:09:34.950

Ann Macfarlane: The chair repeats the motion. THE CHAIR SAYS, all those in favor say aye. All those opposed say no.

457

01:09:35.340 --> 01:09:44.280

Ann Macfarlane: The chair announces the results of the vote whether the motion passes or fails and what will happen next. As a result of the vote and in the chair analysis. The next item of business.

458

01:09:45.000 --> 01:09:54.930

Ann Macfarlane: So the eyes habit. The motion passes and the residents will be authorized to build cameos in their private yards or the nose habit, the motion fails and we will not implement this proposal.

459

01:09:55.380 --> 01:10:02.100

Ann Macfarlane: Notice the chair must call for the negative vote even it's even if it seems obvious that the motion is unanimous.

460

01:10:02.970 --> 01:10:13.590

Ann Macfarlane: So we have a fundamental guideline here one thing at a time. We're considering this motion to build cameos and say somebody wants to change it. They want to amend it

461

01:10:14.070 --> 01:10:24.840

Ann Macfarlane: Then we're going to deal with the amendment only so we use diametric Don to stand for amendment in our system. So somebody moves and amendment to the motion.

462

01:10:25.230 --> 01:10:33.690

Ann Macfarlane: You Amanda motion to improve it, unless you're the US Congress, but we're not going to go there and the Amendment applies to the main motion.

463

01:10:34.230 --> 01:10:39.150

Ann Macfarlane: And the amendment must be germane must be relevant. That's another thing that's different from the Congress.

464

01:10:39.570 --> 01:10:49.920

Ann Macfarlane: And anyone may move to amend even the person who made the motion. You might look a little foolish. If you're moving in Amendment, you know, just five minutes after you made motion, but there's no prohibition against it.

465

01:10:50.670 --> 01:10:58.380

Ann Macfarlane: I'm moved that we amend the motion by adding the words, provided that the plan for each can do is approved by the Design Review Board.

466

01:10:58.710 --> 01:11:14.040

Ann Macfarlane: So now, somebody has proposed this amendment and so all we're going to talk about is the amendment if it's adopted, it will read it residents will be authorized to build cameos in their private yards, provided that the plan for each can do is approved by the Design Review Board.

467

01:11:15.330 --> 01:11:22.980

Ann Macfarlane: So there are four different ways to amend, you can add or insert words if you put them at the end. It's adding if you put them in the middle. It's inserting

468

01:11:23.850 --> 01:11:34.440

Ann Macfarlane: You can strike out words you can strike out words and insert words in their place. And you can substitute, which is tricky. We say, don't try this at home. It's got some complications to it.

469

01:11:35.340 --> 01:11:43.920

Ann Macfarlane: So the amendment is processed using the same eight steps that we just saw for a main motion. So we're going to move it second at state it

470

01:11:44.340 --> 01:11:50.130

Ann Macfarlane: discuss and vote on it. We could amend it further. We're going to show you that in a minute. And then we take the vote.

471

01:11:50.970 --> 01:12:02.250

Ann Macfarlane: So the challenge is, and again, I know you all know this, but we vote on Amendments before we vote on the main motion in order to make the main motion as good as possible to perfect the motion.

472

01:12:03.060 --> 01:12:15.060

Ann Macfarlane: So the amendment blocks the main motion. Once we've got this amendment here, nothing is going to happen with this guy until we've disposed of this one following that principle of one thing at a time.

473

01:12:15.690 --> 01:12:21.000

Ann Macfarlane: People sometimes get confused and don't realize that after voting on the amendment. The process continues.

474

01:12:21.630 --> 01:12:33.120

Ann Macfarlane: Once the failure of the amendment has been decided debate continues on the main motion. And once we've dealt with one I'm in that you may have others, provided that they apply to a different aspect of the main motion.

475

01:12:33.630 --> 01:12:46.290

Ann Macfarlane: So if we've got this motion and we passed the amendment, provided that it's approved by the, the plan is approved by the Design Review Board, we could have a different amendment sing to start in 2022

476

01:12:46.920 --> 01:12:59.490

Ann Macfarlane: And that would be fine as big, but it takes special actions to go back and change something that we've already amended so after all amendments have been processed the body still must vote on the amended main motion.

477

01:13:00.600 --> 01:13:10.830

Ann Macfarlane: Now when an amendment has been proposed this little guy here. It's called a primary Amendment. It's also possible to amend the amendment.

478

01:13:12.360 --> 01:13:18.300

Ann Macfarlane: Which is called a secondary and then. So let me get my little secondary amendment out here.

479

01:13:22.890 --> 01:13:26.280

Ann Macfarlane: This is process, just like the main motion so main motion.

480

01:13:27.720 --> 01:13:39.360

Ann Macfarlane: Primary amendment secondary amendment, except that no further amendments are possible. Thank goodness, you can't have any tertiary. This is as far as it goes. So somebody might say,

481

01:13:40.080 --> 01:13:49.410

Ann Macfarlane: Here's our primary somebody might say I'm move that we amend the amendment by striking the words design review board and inserting the words a licensed architect.

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01:13:50.100 --> 01:13:57.210

Ann Macfarlane: So, if adopted the amendment would read, provided that the plan for each can do is approved by a licensed architect.

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01:13:57.750 --> 01:14:05.490

Ann Macfarlane: So that's the little secondary guy that we're going to have here. So we discuss and vote on that. And if we pass it, then it becomes part of

484

01:14:05.880 --> 01:14:15.630

Ann Macfarlane: The primary amendment, so the secondary amendment blocks the primary amendment, again, we've got to deal with this guy before we can deal with this guy.

485

01:14:16.110 --> 01:14:25.800

Ann Macfarlane: So you discuss and vote on the secondary I'm in you discuss and vote on the primary amendment, and then you discuss and vote on the main motion as amended.

486

01:14:26.310 --> 01:14:34.410

Ann Macfarlane: So this is the kind of most technical thing in Robert's Rules and it somehow is hard for a lot of folks, but I hope that you'll get it and use it.

487

01:14:35.190 --> 01:14:40.830

Ann Macfarlane: Now, people often process friendly amendment, the wrong way. Someone says may offer a friendly amendment.

488

01:14:41.310 --> 01:14:52.050

Ann Macfarlane: Don't turn to the maker and the second or to ask if they accept the amendment, this gives them improper power you have to handle this the same as any other amendment, you ask, is there a second and so on.

489

01:14:52.530 --> 01:15:00.750

Ann Macfarlane: Or you could handle it by unanimous consent but once emotion has been stated by the chair the maker in the second or have the same rights as any other member

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01:15:02.190 --> 01:15:10.920

Ann Macfarlane: Now let's look at call the question. It's emotional requesting that we stopped debate and vote. And we represent it by Triceratops here.

491

01:15:12.030 --> 01:15:27.480

Ann Macfarlane: It requires a second but it cannot be debated and it cannot be amended, thank goodness we can't debate on whether to stop debate and it takes a two thirds vote to pass and once it's approved no more discussion is allowed.

492

01:15:31.800 --> 01:15:44.520

Ann Macfarlane: Two thirds means at least two thirds of the Members who vote. And notice that we don't call it a two thirds majority, we just call it a two thirds vote. So this is different from majority majority is more than

493

01:15:44.970 --> 01:15:55.230

Ann Macfarlane: But a two thirds is at least and Robert specifies two thirds when Members rights are limited or extended it must be taken. So you can see the result, not by voice.

494

01:15:55.740 --> 01:16:04.500

Ann Macfarlane: So I call the question. Second, the question has been called, we will vote immediately on whether to end debate and vote on the pending motion which is to

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01:16:05.340 --> 01:16:15.060

Ann Macfarlane: Add the words to strike out does a design review board and insert the words a licensed architect, all those in favor of stopping debate, please raise your right hand.

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01:16:15.870 --> 01:16:25.320

Ann Macfarlane: Thank you, hands down those oppose please raise your right hand. There are two thirds and favor. So we'll vote immediately or they're not two thirds in favor. So we'll discussion will continue.

497

01:16:26.130 --> 01:16:33.030

Ann Macfarlane: So you can also can call the question on all the pending motions all the ones that you have. So, Kirsten

498

01:16:36.390 --> 01:16:40.860

Kirsten Hytopoulos: What is the timing of this. So let's say you're doing a round robin and

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01:16:41.880 --> 01:16:48.300

Kirsten Hytopoulos: On the discussion of the motion. So that's what this is happening and you're three down and you want to call the question.

500

01:16:48.690 --> 01:16:51.450

Ann Macfarlane: To you. We'll talk about that. We'll talk about that.

501

01:16:54.270 --> 01:17:04.890

Ann Macfarlane: So we're now getting to a really important concept. And I actually did not include this in your slides, but I can see from your astute inquiries that we need this concept.

502

01:17:05.160 --> 01:17:14.970

Ann Macfarlane: And I will send a paper about it separately to Christine that she can share with you. It's called proceedings of motions and it's the answer to the question that Kirsten just asked

503

01:17:15.450 --> 01:17:32.100

Ann Macfarlane: So each motion this this is this is the, the really tough technical idea in Robert each motion has a number or rank attached to it. This motion. The main motion has the number one amendment has the number three.

504

01:17:33.510 --> 01:17:48.060

Ann Macfarlane: Call the question has the number seven. So the rule is when a motion is pending any motion with a higher rank maybe made, but any motion with a lower rank is out of order.

505

01:17:48.960 --> 01:17:54.390

Ann Macfarlane: Any motion with a higher rank may be made, but any motion with a lower rank is out of order.

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01:17:54.810 --> 01:18:03.900

Ann Macfarlane: And the motion with the lowest rank is the main motion. It's kind of a paradox, you know, the very reason that we're doing all this is the lowest of the low

507

01:18:04.290 --> 01:18:08.280

Ann Macfarlane: End Point of order and appeal have no rank, but are processed immediately.

508

01:18:08.820 --> 01:18:20.160

Ann Macfarlane: So you don't have this worksheet. But this is how it works. You see that the main motion is at the bottom amendment is above that refer to committee as above that and call the question is above that.

509

01:18:20.580 --> 01:18:35.010

Ann Macfarlane: So there are 13 ranking motions in all i don't i don't introduce them all at once because it's too much but but let me show you. If I may, how this all is going to work in terms of our of our current discussion here.

510

01:18:37.200 --> 01:18:42.180

Ann Macfarlane: So you can see we've got the main motion here we've got the amendment here.

511

01:18:43.620 --> 01:18:56.070

Ann Macfarlane: We've got the secondary amendment here. And then we've got called a question here. So the answer to your question is yes, it is possible to call the question, well, we are debating something

512

01:18:57.150 --> 01:19:05.940

Ann Macfarlane: And if two thirds in favor are in favor of stopping debate and voting immediately those people who were waiting will lose their chance now.

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01:19:07.050 --> 01:19:13.950

Ann Macfarlane: Some cities adopt a rule that the question may not be called until everyone has had at least one chance to speak.

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01:19:14.700 --> 01:19:28.380

Ann Macfarlane: And I think that's a good idea. I think that's a good rule is not in Robert and we had an instance recently in one of our cities where there was a it was a five to split and the Council introduced a motion.

515

01:19:30.120 --> 01:19:42.750

Ann Macfarlane: To pass a certain measure and then immediately call the question which past five to two and then immediately adopted the motion. So the two minority members had no chance to speak whatsoever.

516

01:19:43.200 --> 01:19:50.400

Ann Macfarlane: And I actually wrote a blog entry about it. I was so upset. I mean, I think that's really not proper, especially on a small board. It just doesn't make any sense.

517

01:19:50.790 --> 01:20:00.840

Ann Macfarlane: You have to give people their opportunity because otherwise you really are suppressing the minority but it's technically allowed in Robert unless you create a special rule of order.

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01:20:01.500 --> 01:20:08.490

Ann Macfarlane: So there is a chart that we have, which I will also send to Christine to share with you that lists all of the

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01:20:09.240 --> 01:20:14.940

Ann Macfarlane: Motions in order and tells for each of them, whether it needs a second or not, whether it's debatable, and so on.

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01:20:15.300 --> 01:20:22.170

Ann Macfarlane: So you'll get that and I'll send the paper on preceded so motions. So you'll, you'll get this concept, which was not covered.

521

01:20:22.560 --> 01:20:32.880

Ann Macfarlane: But I can see that we need it because you can see limit or extend the limits of debate comes at number six. So it's above discussion on the main motion but below call the question.

522

01:20:34.170 --> 01:20:47.040

Ann Macfarlane: So this is the, the one nasty technical concept and Robert. But remember, as my late husband's chemistry teacher told him in high school chemistry isn't difficult. It's just weird. This isn't difficult, but it is kind of weird.

523

01:20:48.450 --> 01:21:00.960

Ann Macfarlane: So motion to table. By the way, set something aside for a short while, to deal with more urgent business once emotion has been laid on the table it hovers there until it's taken from the table.

524

01:21:01.530 --> 01:21:12.420

Ann Macfarlane: If it's not taken from the table at this meeting or the next meeting, it falls to the ground. You can't under Robert you can't table something until the next meeting, you use the motion to postpone until the next meeting.

525

01:21:12.990 --> 01:21:20.280

Ann Macfarlane: And you can't table, something to kill it. You use this motion, which I think is one of the silliest names in all of Robert postpone indefinitely.

526

01:21:21.240 --> 01:21:33.690

Ann Macfarlane: Postponing definitely is what you use when you have emotion that you don't want to take a vote for, and you don't want to take a vote against you just want to get it out of the way. So, and it has a very low rank it has a rank of two

527

01:21:35.460 --> 01:21:36.240

Ann Macfarlane: Yes, Michael.

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01:21:38.340 --> 01:21:42.030

Michael Pollock: So that's good. Thanks for that clarification on postponing definitely

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01:21:44.010 --> 01:21:49.770

Michael Pollock: My understanding of that, though, is that you don't actually postpone it indefinitely because any member

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01:21:50.790 --> 01:21:58.260

Michael Pollock: Is free to bring it back at another meeting at a subsequent meeting. So definitely just for the duration of that.

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01:21:59.160 --> 01:22:14.010

Ann Macfarlane: Absolutely. You're absolutely right. And so that's why it's a silly name. It makes you feel like we can never see it again. But in fact, any defeated motion under Robert can be renewed at a future meeting. So that's completely different from reconsider.

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01:22:15.060 --> 01:22:21.960

Ann Macfarlane: Completely different from we consider any defeated motion can be renewed at a future meeting. Now, I do know of a couple of cities.

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01:22:22.650 --> 01:22:29.400

Ann Macfarlane: Where they felt that people were just kind of wearing everybody's patients out by doing that. And so they have said it in their Rules of Procedure.

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01:22:29.670 --> 01:22:42.390

Ann Macfarlane: That a majority of the Council must vote in favor in order to take up a disputed motion at a future meeting within a period of one year. So again, this is up to you. You know, you can have something like that. If you decide you wanted

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01:22:43.560 --> 01:22:49.770

Ann Macfarlane: So any other questions on motions on all this rigmarole yes rush home.

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01:22:50.280 --> 01:22:51.750

Rasham Nassar: Yeah, going back to

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01:22:52.770 --> 01:23:03.720

Rasham Nassar: Earlier in the slide presentation on motions. I recall one of the slides said something to the effect that if emotion is made and not seconded.

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01:23:05.130 --> 01:23:18.570

Rasham Nassar: Clearly, it fails, but also I think your slide and implied that discussion on that item was moot. At that point, and then the Council would just move on to discussion of the next item on the agenda.

539

01:23:19.140 --> 01:23:30.270

Rasham Nassar: So the way that our council meetings work is that our emotions are prepared and are included in our council packet. It has it's often the case that the motion in the packet is not the motion that

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01:23:31.770 --> 01:23:38.730

Rasham Nassar: Ends up being passed. Often, the Council will discuss and after deliberation. We take direction with a new motion that's formed on the spot.

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01:23:39.150 --> 01:23:52.230

Rasham Nassar: Sometimes that does happen when there's the motion in the packet is made. There's no second and then the mayor, the chair usually looks around to see if anyone would like to continue speaking on that topic of discussion, at which point

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01:23:52.800 --> 01:23:57.840

Rasham Nassar: The Council, you know, usually coalesces around new direction is that

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01:23:58.950 --> 01:24:00.030

Rasham Nassar: Proper is that

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01:24:01.470 --> 01:24:10.440

Ann Macfarlane: Sure yeah just fine. Yeah, because the motion has no standing by being placed in the packet. It only has standing if someone moves it

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01:24:10.980 --> 01:24:17.130

Ann Macfarlane: And if no member cares to move it and a Member wishes to offer an alternative. Now again I do suggest the

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01:24:17.460 --> 01:24:26.190

Ann Macfarlane: Thoughtful of your staff, you know and and if you have a different motion or an amendment to propose, you might send it to the clerk ahead of time.

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01:24:26.520 --> 01:24:37.740

Ann Macfarlane: Don't send it to everybody, because then you'll be running the risk of creating a serial meeting, but it's perfectly fine for you to take it up as you wish. So Kiersten and then Leslie

548

01:24:38.790 --> 01:24:57.330

Kirsten Hytopoulos: So going back to my question about when to raise call call the question. So I understand where it falls into the procedural appropriateness. The timing or a rank but but two with regards to how to raise it, you know, as far as to certainly not to interrupt. I assume

549

01:24:57.510 --> 01:24:57.960

Ann Macfarlane: No, no.

550

01:24:58.410 --> 01:25:07.830

Kirsten Hytopoulos: I do have to try to get between speakers and raise it if it's not in order. If you're not coming up in order or or do we wait if we're doing, let's say, a round robin again.

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01:25:08.130 --> 01:25:14.940

Kirsten Hytopoulos: Do we wait till it comes to us, or do we have the floor to raise it, where can it be raised. If it's procedural acceptable at that moment.

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01:25:15.870 --> 01:25:17.160

Kirsten Hytopoulos: That makes sure

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01:25:17.190 --> 01:25:18.240

Sure, so

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01:25:19.560 --> 01:25:19.980

Ann Macfarlane: In

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01:25:20.310 --> 01:25:21.690

Ann Macfarlane: The call to the question.

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01:25:21.990 --> 01:25:27.030

Ann Macfarlane: Can be call for the question has can be or it's also has a technical name is called a previous question.

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01:25:27.690 --> 01:25:39.630

Ann Macfarlane: I was really hoping they've changed that in the latest edition, but they didn't. So you can raise a call. You can make a call for the question at any time during debate on a lower ranking motion so

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01:25:40.770 --> 01:25:48.750

Ann Macfarlane: If you've decided to do a round robin then that's a little bit complicated, and maybe you have to decide among yourselves.

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01:25:49.080 --> 01:25:57.120

Ann Macfarlane: Will someone be allowed to break the sequence of the round robin in order to make a call for the question. Technically, they should be allowed to do that.

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01:25:57.570 --> 01:26:04.050

Ann Macfarlane: Or you could say we're going to allow each person one time to speak before any call. So the question is raised

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01:26:04.860 --> 01:26:12.420

Ann Macfarlane: So that's up to you as to what you want to do. I think that's kind of fair. I think it's better. I like it when cities have a rule that says

562

01:26:12.900 --> 01:26:24.510

Ann Macfarlane: The call for the question may only be made after each member has had at least one chance to speak. Does that clarify it. So again, it's going to depend on on your recognition system to

563

01:26:25.590 --> 01:26:27.330

Ann Macfarlane: So do we have other questions here.

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01:26:28.830 --> 01:26:29.640

Ann Macfarlane: Yes, Leslie.

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01:26:32.400 --> 01:26:38.550

Leslie Schneider: So I think you've already answered this, but I just want to be sure. So one way that

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01:26:39.150 --> 01:26:49.140

Leslie Schneider: That things might happen is that it's maybe it's recommended that emotion be put on the floor at the very beginning of discussion, but kind of to regimes point

567

01:26:50.130 --> 01:27:07.560

Leslie Schneider: We don't always end up agreeing with emotion that's in the packet and that's just there for our convenience. Anyway, so I think you then later said that it's fine to sort of have discussion first and then have someone make the motion.

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01:27:08.310 --> 01:27:21.630

Leslie Schneider: The reason I like that is because often that motion is much more appropriate to what we are going to eventually pass and we have less amending to do on it. Is that what you were saying, or did I miss

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01:27:21.630 --> 01:27:22.620

Leslie Schneider: Sure construe

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01:27:22.860 --> 01:27:24.150

Ann Macfarlane: That's fine. That's all right.

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01:27:28.050 --> 01:27:30.540

Ann Macfarlane: Okay, so let's Yes, Michael.

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01:27:32.670 --> 01:27:40.500

Michael Pollock: So I had a question about renewing the motion. So let's say a council member has

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01:27:43.230 --> 01:27:50.190

Michael Pollock: Something related to business, for example, and there's a I'm trying to give a real life example here and

574

01:27:51.090 --> 01:28:03.720

Michael Pollock: There are six members in attendance. So it's a typo and they say, Well, I'm pretty confident that seventh member would have voted in favor, you know, so the motion of failed because it was tied right so I'm pretty confident that motion would have passed.

575

01:28:05.190 --> 01:28:20.070

Michael Pollock: Would and procedure be that the Council number. The supporter of the motion would say, well, it didn't pass, but I want to bring it forward and everybody's in attendance, because I think it will pass. I'm planning to renew this motion at the next meeting.

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01:28:21.150 --> 01:28:21.870

Ann Macfarlane: That would be fine.

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01:28:22.290 --> 01:28:23.430

Michael Pollock: Yeah, okay. That would be

578

01:28:23.940 --> 01:28:38.430

Michael Pollock: Sure. But then, and then if that person was going to be there later in the meeting, and it was voted time when they have to make a motion to reconsider, or would it. How does that work. The reconsider.

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01:28:40.680 --> 01:28:46.500

Ann Macfarlane: So reconsider. According to Robert there's emotion that can only be made at the same meeting.

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01:28:47.400 --> 01:29:02.730

Ann Macfarlane: Or at a meeting. That's the next day, if it's if it's flows over from one day to another, and you must have voted with the prevailing side to move that so it would be have to somebody who voted against would be able to move reconsideration not somebody who voted in favor

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01:29:04.590 --> 01:29:07.620

Michael Pollock: If it's a time vote, it's the, it's the

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01:29:08.130 --> 01:29:09.000

Ann Macfarlane: It's lost

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01:29:09.390 --> 01:29:15.960

Ann Macfarlane: So it's not it's not people. So I'm saying you have to vote with the majority, but that's not correct. You have to have voted with the prevailing side.

584

01:29:16.290 --> 01:29:26.610

Ann Macfarlane: And we have a whole paper on our website about reconsider. By the way, if you're curious about it. I didn't include it in your reference materials. But if you go to the website and search, we consider you'll, you'll find it.

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01:29:28.740 --> 01:29:29.130

Michael Pollock: Thank you.

586

01:29:29.670 --> 01:29:36.660

Joe Levan: Sure. Okay. One question on that. So why with all the complications with how to do a reconsideration.

587

01:29:36.930 --> 01:29:37.320

Ann Macfarlane: Right.

588

01:29:37.710 --> 01:29:45.600

Joe Levan: Why use reconsideration set of renewal isn't isn't it just easier to use renewal because there's less attached to and in terms of requirements and procedure.

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01:29:47.160 --> 01:29:50.850

Ann Macfarlane: Sure, it depends on how people feel. I mean, you know, it's

590

01:29:51.360 --> 01:29:56.790

Joe Levan: The appropriate to use a renewal and not have to go through all the steps for reconsideration. Sure, sure.

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01:29:58.500 --> 01:30:04.770

Ann Macfarlane: Another option if you felt that it was unlikely to pass you could move to postpone it to the next meeting before the vote was taken.

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01:30:06.300 --> 01:30:06.930

Ann Macfarlane: And then

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01:30:07.200 --> 01:30:10.290

Ann Macfarlane: You know, you'd automatically have everybody there the next time.

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01:30:12.660 --> 01:30:19.590

Ann Macfarlane: Okay, any other questions about motions. And again, please feel free to contact me if you if these questions arise.

595

01:30:20.160 --> 01:30:27.540

Ann Macfarlane: So this is the most important part of the entire training is the authority and role of chair members and staff.

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01:30:28.350 --> 01:30:35.190

Ann Macfarlane: So I want to bring something up to your attention, Robert has different rules for small boards up to about 12 people

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01:30:35.820 --> 01:30:47.340

Ann Macfarlane: In a small board the chair may make motions discuss and vote, unless the law, the regulations or the bylaws say otherwise. And as you know, in Washington State, the chair in a

598

01:30:47.760 --> 01:30:57.930

Ann Macfarlane: Council manager city has all those rights. We recommend that the chair exercise restraint by speaking and voting last and refrain from making motions.

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01:30:58.350 --> 01:31:11.190

Ann Macfarlane: If the chair wants to is interested in emotion that chair can say what any member care to move that and that's part of our just part of dealing with our natural human tendency to defer to the person in authority, but this is our suggestion. It's not Robert

600

01:31:12.240 --> 01:31:22.500

Ann Macfarlane: So we have this paper small board rules are different and I want you to notice that this is showing the 11th edition of Roberts, the 12th edition has just come out.

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01:31:22.980 --> 01:31:38.370

Ann Macfarlane: In substance, the two editions are the same. The content is almost exactly the same, but there are a few changes and this, it gives references by section number, which I think is better than the page references in the 11th edition.

602

01:31:38.880 --> 01:31:47.700

Ann Macfarlane: So, and we recommend if you want to get one getting this spiral bound. It's much easier to deal with. You can only get it from the National Association of parliamentarians.

603

01:31:48.360 --> 01:31:52.800

Ann Macfarlane: So I just, just wanted to bring that to your attention that we now have a 12th edition.

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01:31:53.280 --> 01:31:58.560

Ann Macfarlane: And of course the Robert's Rules. People say that if you've adopted Robert's Rules. It's the current edition that governs

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01:31:58.920 --> 01:32:07.410

Ann Macfarlane: So unless your rule say specifically 11th or 10th or whatever this is, in fact, your authority. Now, I think that's kind of sneaky. I don't like it that

606

01:32:07.860 --> 01:32:14.010

Ann Macfarlane: Groups are automatically promoted to another version they haven't even seen yet but keeps their copyright, I guess.

607

01:32:14.880 --> 01:32:25.950

Ann Macfarlane: Don't say I don't tell them I said that. So I want to distinguish between two different types of organizations. One is shaped like a pyramid or a triangle at the top, you've got the boss.

608

01:32:26.310 --> 01:32:33.180

Ann Macfarlane: And the boss recruits people to do the work of the organization tells them how to do it. And if they do it badly fires them.

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01:32:33.960 --> 01:32:46.320

Ann Macfarlane: And one feature of this kind of organization is that it has a hierarchy. It has rank or status and the people who are near the top or higher status than people who are down below.

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01:32:46.830 --> 01:32:53.100

Ann Macfarlane: Now, I don't think that's a bad thing. I think we need it for accountability. So everybody knows where the buck stops.

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01:32:53.310 --> 01:33:00.510

Ann Macfarlane: You do hope that people have high status use their status intelligently and listen to the people down below which they have a tendency not to do.

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01:33:00.810 --> 01:33:14.610

Ann Macfarlane: But, in and of itself. It's not a bad thing, in my view, if all of us who are here on this call had the task of building in addition to the Bainbridge Island City Hall and we were all the same rank, we would never succeed, we never be able to do it.

613

01:33:15.330 --> 01:33:30.390

Ann Macfarlane: So this kind of structure is very common in our society. Every corporation has a CEO every hospital has a superintendent every school has a principal every army has a general, it's so widespread that we think of it as the default, but actually

614

01:33:31.860 --> 01:33:36.690

Ann Macfarlane: There's a whole nother type and that is called a voluntary association.

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01:33:37.320 --> 01:33:45.510

Ann Macfarlane: In a voluntary association, a group of people come together to achieve a common purpose they set up some guidelines for themselves and they select a leader.

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01:33:45.870 --> 01:33:57.600

Ann Macfarlane: But the leader isn't equal the leader is appear. It has the same status as everybody else. And so that poses special opportunities and special challenges and all of your

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01:33:57.930 --> 01:34:14.790

Ann Macfarlane: City Council your planning commission your red cross here a rotary all of those organizations are voluntary associations. So here are some points that arise from that each member has an equal right to speak into try to persuade others to accept their view.

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01:34:15.840 --> 01:34:26.700

Ann Macfarlane: during meetings, the chair controls the process. So the group can make the decisions and during meetings, the chair is the servant of the group and the group is the final authority.

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01:34:27.270 --> 01:34:36.360

Ann Macfarlane: And that's the most important thing I'm going to say today. Again in red during meetings, the chair is the servant of the group and the group is the final authority.

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01:34:37.920 --> 01:34:46.590

Ann Macfarlane: So we have this paper, the chair is not in charge of your meeting which I wrote as a paradoxical title to get people's attention and that's in your reference work.

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01:34:47.100 --> 01:34:58.620

Ann Macfarlane: And you have both types of structure, the Council forms of voluntary association and the city manager and staff form and accountability hierarchy. So it's important to distinguish between them.

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01:34:59.670 --> 01:35:09.480

Ann Macfarlane: Now what is each person's individual authority when you as a Bainbridge Island City council member walk out on the street. What power do you have anybody want to show me.

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01:35:12.240 --> 01:35:23.520

Ann Macfarlane: Yes, that's it. Zero. Zip Nada. Nothing whatsoever. Zilch. So this is expressed, I think in this wonderful quote from another authority, the standard quote

624

01:35:23.910 --> 01:35:42.660

Ann Macfarlane: All members of the governing board share in a joint and collective authority which exists and can be exercised only when the group is in session. So I love that. And I think the joint and collective nature of your authority is really critical to understanding and succeeding as a council.

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01:35:43.680 --> 01:35:50.820

Ann Macfarlane: What's your individual power. Again, I know that you know this when people get elected often they're surprised at how little power they have

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01:35:51.300 --> 01:36:01.140

Ann Macfarlane: An individual member may not have a staff member fire direct staff oversee employee work product or interfere administration, you're a policymaker not a mover and the shaker.

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01:36:02.160 --> 01:36:13.710

Ann Macfarlane: So legislation is the prerogative of the Council, the city manager supports the Council, but does not decide administration is the prerogative of the city manager and the Council may not interfere

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01:36:15.480 --> 01:36:19.110

Ann Macfarlane: Finally, I want to mention in this session that it's okay to disagree.

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01:36:20.790 --> 01:36:25.200

Ann Macfarlane: It's okay to disagree. The fact that you have different opinions is a strength. It's a good thing.

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01:36:25.890 --> 01:36:37.530

Ann Macfarlane: But we tend to identify with our own position and when we're defeated. Sometimes we take it personally. And that's a mistake because at the end of the day, the body must unite behind its decision.

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01:36:38.100 --> 01:36:46.410

Ann Macfarlane: It's a basic democratic principle that the decision of the majority voting in a properly called meeting is the decision of the body as a whole.

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01:36:46.860 --> 01:36:56.310

Ann Macfarlane: And the minority must make it their decision as well. It's a terrible system, but I stand with Winston Churchill when he said in his famous quote

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01:36:56.670 --> 01:37:04.230

Ann Macfarlane: Democracy is the worst system of government in all the world, with the exception of those others that have been tried, from time to time.

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01:37:05.070 --> 01:37:11.490

Ann Macfarlane: So the bottom line is in a democracy, how we decide things is more important than what we decide

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01:37:12.030 --> 01:37:18.570

Ann Macfarlane: courtesy and respect. No surprises no unilateral action no and runs are essential for the system to work.

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01:37:19.200 --> 01:37:25.950

Ann Macfarlane: And when serving on a public body members have a duty to uphold the decision of that body, even if they disagree with it.

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01:37:26.730 --> 01:37:31.890

Ann Macfarlane: They may express their disagreement in public, but may not attempt to undermine the decision.

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01:37:32.610 --> 01:37:39.120

Ann Macfarlane: And of course they're free to try to persuade their colleagues during the meeting to change the decision within certain limits.

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01:37:40.080 --> 01:37:50.340

Ann Macfarlane: So I love this quote from Cornell Clayton, the willingness to engage and honest debate and lose on issues you care deeply about reaffirms your commitment to common citizenship.

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01:37:51.420 --> 01:37:57.330

Ann Macfarlane: And even more Alaskan at the ballot box is sacred, because the alternative is blood

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01:37:58.470 --> 01:38:15.990

Ann Macfarlane: And you know, we see this all across the world, we see so many places where it is forcing blood that rule rather than democratic policies. My late husband and I serve two years in the Democratic Republic of the Congo and now our Christmas cards, come back. Postal Service suspended.

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01:38:17.370 --> 01:38:23.850

Ann Macfarlane: They have no almost no civil life in the Congo schools, roads, hospitals, none of that.

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01:38:24.330 --> 01:38:31.830

Ann Macfarlane: And I think that what we have and what you all are doing in your role as council members and staff in local government.

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01:38:32.220 --> 01:38:41.670

Ann Macfarlane: Is actually a miracle. It's a wonderful thing, because you are in these positions, not because of money you paid or who you're related to or because you have a private army.

645

01:38:42.120 --> 01:38:49.350

Ann Macfarlane: But because you care because of your commitment to your community and I honor you for it, it's a real privilege to work with you.

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01:38:49.680 --> 01:39:00.900

Ann Macfarlane: And my feeling is that the citizenry at large often fails to recognize how hard you work, how much you put in, and how deep your dedication is so thank you. Thank you for that service.

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01:39:03.270 --> 01:39:10.980

Ann Macfarlane: So having made my public service announcement at a high moral plane, we now get to descend to inappropriate remarks, so

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01:39:11.580 --> 01:39:17.250

Ann Macfarlane: It's a fundamental guideline or third or fourth rather that courtesy and respect are required.

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01:39:17.880 --> 01:39:33.390

Ann Macfarlane: And it's a basic principle of parliamentary procedure that debate must be germane must be relevant to the topic at hand certain kinds of remarks are inappropriate because they're not relevant to the discussion in the courts have upheld the fact that councils can set these rules up

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01:39:34.800 --> 01:39:44.130

Ann Macfarlane: So these are there five kinds of inappropriate remarks personal remarks about others, except for conflict of interest issues where you have your own rules.

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01:39:44.580 --> 01:39:49.830

Ann Macfarlane: discourteous remarks insulting language and attacks inflammatory language.

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01:39:50.460 --> 01:39:59.610

Ann Macfarlane: Criticizing past actions of the group, unless the setting is under discussion by the body as a whole or the members about to propose a change to the action.

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01:40:00.030 --> 01:40:06.870

Ann Macfarlane: And remarks that are not your mean not relevant to the discussion that's kind of the umbrella that covers everything else.

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01:40:07.560 --> 01:40:15.480

Ann Macfarlane: So we have this paper in appropriate remarks on local government councils, it's in your reference materials and you have a duty to be polite.

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01:40:16.080 --> 01:40:31.320

Ann Macfarlane: During the meeting council members have a duty to be polite to their colleagues staff and everyone else. It's part of your fiduciary duty of obedience to the goals of the organization. So let's have an example, you're always saying that because you're a banker.

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01:40:33.570 --> 01:40:36.810

Ann Macfarlane: So what kind of remark is that, anybody want to guess.

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01:40:40.620 --> 01:40:43.080

Leslie Schneider: It's personalized, yes.

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01:40:43.140 --> 01:40:56.610

Ann Macfarlane: It's personal. It's so it's absolutely not allowed. Robert says the measure, not the member is the subject of debate and that's just absolutely critical for all of us in our meetings.

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01:40:57.570 --> 01:41:02.310

Ann Macfarlane: So I want to mention a few things I sense that there was a little confusion about this point.

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01:41:02.880 --> 01:41:09.390

Ann Macfarlane: Robert's Rules stipulates formality in speaking about other Members, saying that one should not name them.

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01:41:10.020 --> 01:41:17.400

Ann Macfarlane: However, many councils in Washington state are more informal and they do use the names of others. And that's allowed

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01:41:18.150 --> 01:41:30.360

Ann Macfarlane: In general council members must address issues and not personalities. However, it is sometimes necessary to speak about another member and we'll address this later when we talk about sanctioning

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01:41:31.590 --> 01:41:41.460

Ann Macfarlane: So the focus of our meeting is words on paper. The point is the words on the paper. Focus on the motions and not on the people who make the motions.

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01:41:41.790 --> 01:41:56.460

Ann Macfarlane: And we recommend that council members, take this approach outside the meeting. Also, we recommend that you focus on actions taken and do not criticize colleagues outside the meeting, this will really improve the stature and effectiveness of your counsel.

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01:41:57.510 --> 01:42:06.090

Ann Macfarlane: So here's a language tip for Jermaine for the Chair members will kindly keep their remarks strictly to the topic under discussion.

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01:42:06.810 --> 01:42:18.930

Ann Macfarlane: Members will kindly keep their remarks strictly to the topic under discussion. Notice that word kindly. It's kind of like the iron fist and the velvet glove. If you say, please. It sounds like you're pleading, but I like kindly

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01:42:20.850 --> 01:42:28.140

Ann Macfarlane: Now if any question arises whether a remark is appropriate or not or a comment is germane, the chair rules, subject to appeal.

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01:42:28.410 --> 01:42:37.560

Ann Macfarlane: And the chairman also turn immediately to the group to ask them members to decide. I hope that this point that I'm making is really clear ultimately it's the groups call

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01:42:38.070 --> 01:42:50.940

Ann Macfarlane: And we have this paper, how to be objective about subjective comments that goes into detail on this. This was a blog post and I've included it in your reference material, so no sarcasm. No, frowning know I rolling know. Sighing

670

01:42:52.440 --> 01:43:02.160

Ann Macfarlane: Now, sometimes there's what we call the deer in the headlights problem. You know, you hear something and you know that it's wrong, but it's hard to identify it to label it and to take action.

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01:43:02.670 --> 01:43:08.370

Ann Macfarlane: So we have a tool which is available for sale, called the what. Wait, wait, what should I say cheat sheet.

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01:43:08.970 --> 01:43:18.000

Ann Macfarlane: And this includes all 30 different circumstances of what you can say when and three different settings. One is if you're the chair. What you should say

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01:43:18.630 --> 01:43:25.350

Ann Macfarlane: The next is, if you're a member speaking about another member what you could say, and the next is, if you're a member speaking about the chair.

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01:43:25.860 --> 01:43:35.040

Ann Macfarlane: So this has also on the other side that motions chart. It's laminated and I have had a couple of Mayors. Tell me, they say, let me see if I can show you.

675

01:43:39.210 --> 01:43:48.720

Ann Macfarlane: And when that orange teacher comes out in our meetings. I know I better straighten up and fly right you know all the council members have it. And if they pull it out the mayor knows the ropes. Wait a minute.

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01:43:49.200 --> 01:43:53.520

Ann Macfarlane: I'm outta line here. So that's something that we can offer you as a resource.

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01:43:54.180 --> 01:44:04.290

Ann Macfarlane: Now obviously very important. We're speaking here about discussion within council and committee meetings, these prohibitions do not apply to the public when they are giving public comment.

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01:44:04.920 --> 01:44:12.540

Ann Macfarlane: And attendees do not have the right to disrupt the meeting, but in general the courts have found that mere words do not constitute disruption.

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01:44:13.260 --> 01:44:24.990

Ann Macfarlane: If a free speech issue comes to court. Often the local government loses the case so be prepared with an action plan in case of difficulties, you want to be have something in hand, if things get difficult in your city.

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01:44:26.250 --> 01:44:31.920

Ann Macfarlane: And we have this paper this free paper guidelines for public comment and local government. It's available on the website.

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01:44:32.250 --> 01:44:43.950

Ann Macfarlane: Now it's my ideas. It's not Robert. Robert doesn't say anything about public comment. Robert has general observations about guests and meetings. But Robert was not written for municipalities, so it's what we've distilled

682

01:44:45.660 --> 01:44:56.790

Ann Macfarlane: Alright, so let's now look at an efficient meeting Robert has this wonderful phrase, it is the duty of the chair to expedite business in every way compatible with the rights of Members rusholme

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01:44:59.490 --> 01:45:08.160

Rasham Nassar: Yeah, I have a question. Just going back to the previous topic I'd say that in in recent months, that's what this Council has

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01:45:09.720 --> 01:45:18.960

Rasham Nassar: Struggled with most commonly, which also relates to disciplinary procedures for council members.

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01:45:20.040 --> 01:45:27.810

Rasham Nassar: This idea of personal attacks. What are they, what is an ad hominem attack when is it appropriate to comment on

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01:45:28.380 --> 01:45:37.200

Rasham Nassar: A council members conduct or speech. Is it ever appropriate to do that during a council meeting. I think those are all questions that

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01:45:37.920 --> 01:45:47.880

Rasham Nassar: This Council is grappling with. And I just wonder if I don't know if if you want to make it through your slides and then we can come back to this topic if other council members are interested

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01:45:48.420 --> 01:46:02.490

Rasham Nassar: And kind of digging a little bit more deeply into this topic. I know that, personally, I would benefit from. And I think the public would benefit from having that conversation more robustly and hearing council member comments on that topic as well.

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01:46:03.510 --> 01:46:04.590

Ann Macfarlane: Sure. We're going to cover it.

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01:46:04.950 --> 01:46:06.720

Rasham Nassar: Okay. Great. Thanks. Yes.

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01:46:09.840 --> 01:46:17.160

Ann Macfarlane: One of the issues with a presentation like this is there's so much and it's all intertwined, you know, but I try to chunk it out into different sessions.

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01:46:17.760 --> 01:46:25.950

Ann Macfarlane: So let's talk about an efficient meeting here is this wonderful phrase the duty of the chair to expedite business in every way compatible with the rights of Members.

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01:46:26.790 --> 01:46:32.670

Ann Macfarlane: So first off, and I'm sure you all do this but council members must read the packet in advance.

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01:46:33.120 --> 01:46:43.080

Ann Macfarlane: And if there should be a later planning commission or a citizen, committee members who are watching this, I want to urge you, please read it in advance. You have to do that. It's part of your duty of care.

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01:46:43.560 --> 01:46:49.770

Ann Macfarlane: In many ways, you're a bureaucrat, and you can't do your duty. If you don't familiarize yourself with the contents.

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01:46:50.220 --> 01:46:57.300

Ann Macfarlane: If you have questions, send them to the staff in advance in some cities. It's like the council members are playing the game of. Gotcha.

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01:46:57.750 --> 01:47:02.340

Ann Macfarlane: They want to ask questions in public. That could have been addressed and researched ahead of time.

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01:47:02.670 --> 01:47:11.580

Ann Macfarlane: To show how smart they are or two if they're hostile to the staff to attack them in some way and that's a big mistake that doesn't serve anybody, don't do that.

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01:47:12.300 --> 01:47:17.850

Ann Macfarlane: If you have amendments, you can send them to the clerk in advance, not to your colleagues, just send them to the clerk.

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01:47:18.300 --> 01:47:26.820

Ann Macfarlane: And during the meeting amendments can be displayed on the screen so everyone knows what is being considered, anything that makes things go smoother is desirable.

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01:47:27.330 --> 01:47:40.470

Ann Macfarlane: And we have this paper successful staff interaction in local government meetings. That's my hometown of shoreline right there. And if you have any. It's in your packet. Your, your reference packet. So if you have any suggestions, please let me know.

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01:47:41.760 --> 01:47:49.500

Ann Macfarlane: No council and board members should not criticize staff in public. They should not criticize staff in public and they must be courteous to them.

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01:47:49.890 --> 01:48:01.020

Ann Macfarlane: Speak to the city manager privately about any concerns that you may have. Why staff and elected officials are in an unequal and hierarchical relationship.

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01:48:01.620 --> 01:48:10.110

Ann Macfarlane: Attacking the staff when they can't answer back is bullying. It violates the boundary between the duties of the Council and the duties of the administration.

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01:48:10.590 --> 01:48:17.790

Ann Macfarlane: It can create a hostile work environment and serious HR problems. So this is something that we hope you all take for granted.

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01:48:18.600 --> 01:48:25.440

Ann Macfarlane: And we have this paper, when should the clerk. Speak up. Again, that's my home city there might our clerk swearing in one of our council members.

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01:48:25.770 --> 01:48:34.680

Ann Macfarlane: So if you're curious and want to know more about what the clerk's role is you can read this one. I'm not sure whether I put it in your reference or not, but it's on our website.

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01:48:36.090 --> 01:48:38.430

Ann Macfarlane: So the agenda should have. Yes, Michael.

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01:48:39.720 --> 01:48:43.710

Michael Pollock: So I have a question about the clerk.

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01:48:45.420 --> 01:48:55.230

Michael Pollock: And it relates to the council member wants to bring something forward and put it on the record of the meeting. So let's say you want to bring introduce a

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01:48:56.130 --> 01:49:15.660

Michael Pollock: Emotion or ordinance, let's say, and I want this on the agenda because you want the public to be able to see it and be able to refer to that material. And what's the proper venue for that. I mean, just to send it to the city clerk in advance and say, I would like this to be

712

01:49:18.000 --> 01:49:34.950

Michael Pollock: included as part of the materials available to the public or or does it I think right now what happens is it just goes in as in the minutes that are available at the next meeting, but I don't know if this is a parliamentary procedure or not have to do you understand what I'm asking.

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01:49:35.640 --> 01:49:45.120

Ann Macfarlane: So it sounds like it's an administrative question you should have no doubt procedures for how items, get on the agenda and how council members should request that

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01:49:46.260 --> 01:49:49.500

Michael Pollock: Yeah, I guess I'm referring to supplemental information.

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01:49:53.670 --> 01:49:56.400

Michael Pollock: You answer the question now. It's an administrative question, not a

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01:49:56.670 --> 01:49:58.440

Ann Macfarlane: Not a parliamentary one. Okay.

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01:49:58.890 --> 01:50:00.030

Michael Pollock: Sounds good. Okay, thank you.

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01:50:01.710 --> 01:50:12.780

Ann Macfarlane: So we recommend that your agenda have proposed times for each item to help keep everyone on track, but at all times approximate or estimated to keep flexibility.

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01:50:13.200 --> 01:50:23.700

Ann Macfarlane: If you technically speaking, if you adopted an agenda said 20 minutes for this item and then you wanted five more minutes, you'd have to have a motion to extend discussion and that's cumbersome. It's not necessary.

720

01:50:24.000 --> 01:50:30.840

Ann Macfarlane: If you say all times approximate the chair can just say, is there any objection if we give five more minutes to this and move along.

721

01:50:31.230 --> 01:50:43.290

Ann Macfarlane: And we recommend identifying whether items are information discussion or decision, don't use the word action because of that work that for public bodies discussion is action.

722

01:50:43.980 --> 01:50:51.150

Ann Macfarlane: So we think that these three are better categories in which to identify things. So here's a sample City Council agenda.

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01:50:51.540 --> 01:50:57.180

Ann Macfarlane: And it shows the estimated times there for each thing that's going along and I threw that into your packet as well.

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01:50:57.570 --> 01:51:09.480

Ann Macfarlane: And here's a nonprofit board agenda slightly different format you see they've got both the time of the hour that it would be and then they've got the length of time there as well. So rush home.

725

01:51:11.310 --> 01:51:21.450

Rasham Nassar: Yeah, the way that we've structured our meetings, is that we have a business meeting, followed by a study session and our study sessions. We've informally agreed.

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01:51:22.110 --> 01:51:33.390

Rasham Nassar: To to treat informally, where we don't consider items that are on that study more or less to be actionable items, meaning that we don't. We've we typically

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01:51:34.440 --> 01:51:49.860

Rasham Nassar: Don't engage and making motions that study sessions on items they just serve for discussion, but I heard you say that discussion in and of itself is an action and one of the justifications for limiting public comment at study sessions is that we've we have held ourselves.

728

01:51:50.940 --> 01:51:59.220

Rasham Nassar: To the commitment that we will not take formal action on any item, at least until we've heard public comment. So do you, do you have any guidance as to how

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01:51:59.640 --> 01:52:11.910

Rasham Nassar: councils who adopt that business meeting and then study more informal study session format and how we can still structure our study sessions so that they're at least consistent and

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01:52:12.600 --> 01:52:24.360

Rasham Nassar: That and that we kind of follow the rules of even though they're informal and unwritten that we follow or commit to those rules so that it does appear to be structured in some way or another.

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01:52:25.980 --> 01:52:33.600

Ann Macfarlane: So many cities do not take public comment at study sessions. And I think that's fine. That's really up to you as to whether you want to or not.

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01:52:33.990 --> 01:52:50.220

Ann Macfarlane: And the phrase that many cities uses that final action will not be taken at a study session. So it's really up to you. But that also does provide that opportunity for the more informal, the more conversational discussion which can be really beneficial Kristi.

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01:52:52.740 --> 01:52:58.350

Christy Carr: Thanks. Do you have any thoughts or recommendations on setting the estimated time. I understand that.

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01:52:59.670 --> 01:53:18.090

Christy Carr: They are generally estimated time, but I think that there are kind of two schools of thought, one being that the time is what maybe the agenda setters thought it should take or some indication of the complexity of the agenda item versus how much in reality, it probably will take

735

01:53:18.960 --> 01:53:25.230

Ann Macfarlane: So it's just a fine balance. I think it's a real challenge to the people, preparing the agenda when I was president

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01:53:25.590 --> 01:53:30.690

Ann Macfarlane: Of the American translators Association. It was one of the hardest things because we always had more than we had time for

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01:53:31.260 --> 01:53:41.760

Ann Macfarlane: And so you just try to be realistic about how much time you can give. I'm going to talk about time limits in a minute. But there's there's no ultimate guidance. You just have to try to make it in a way that will work.

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01:53:43.980 --> 01:53:45.060

Ann Macfarlane: Further, yes, Michael.

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01:53:45.750 --> 01:53:49.680

Michael Pollock: I just wanted clarification on county councilman rushing

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01:53:51.780 --> 01:53:54.930

Michael Pollock: On question concept person.

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01:53:56.730 --> 01:53:59.910

Michael Pollock: Is that you said no final action at a

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01:54:01.050 --> 01:54:04.920

Michael Pollock: study session. And so I just wonder what the

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01:54:06.120 --> 01:54:11.430

Michael Pollock: Definition of a final action as I'm going to vote on something. Is that a final action. This

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01:54:11.670 --> 01:54:16.530

Ann Macfarlane: Is what your volume. I did work with one city that thought that they couldn't take any votes at a steady

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01:54:17.610 --> 01:54:25.530

Ann Macfarlane: Rate said no, that's ridiculous. You know, you can vote to have the steps that even further, or you can vote to put it on the agenda for the next Council, I mean,

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01:54:26.250 --> 01:54:34.170

Ann Macfarlane: motions of that type are fine. It's but it's it's the final disposition approving something or defeating it or whatever that you don't want to take it a study session.

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01:54:36.630 --> 01:54:37.380

Ann Macfarlane: Is it answered.

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01:54:38.100 --> 01:54:46.110

Michael Pollock: Yeah, I think so. I'm not sure what final disposition is about. It's all right. I think we can certainly work with that.

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01:54:46.770 --> 01:54:47.790

Ann Macfarlane: Joe thought here.

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01:54:48.300 --> 01:54:59.310

Joe Levan: And as you all know, there's a definition of the proposed meetings about what final action is so that's that's another consideration here is what's related to parliamentary procedure.

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01:54:59.820 --> 01:55:07.110

Joe Levan: And Rules of Procedure, as well as what's in state law. So again, and that's up to the Council how it wants to be conducted study sessions and

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01:55:07.590 --> 01:55:16.650

Joe Levan: What you want to regard, I think it's a good point about the word action because you all know that that action includes discussion about city business.

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01:55:17.310 --> 01:55:27.930

Joe Levan: So that that term may be confusing if it's used to just mean vote because it doesn't just mean vote. So maybe something we can consider in terms of the terminology that's used on some of the agendas potentially

754

01:55:29.250 --> 01:55:29.820

Ann Macfarlane: Leslie

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01:55:30.690 --> 01:55:37.410

Leslie Schneider: Also, I just want to remind us all that we did sort of we took a vote about

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01:55:38.040 --> 01:55:51.660

Leslie Schneider: Sort of in the coronavirus times while we're on zoom that we were loosening up what our previous distinctions were between steady session and business meetings so that we could take action and maybe it would be good for us just to

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01:55:52.860 --> 01:56:03.180

Leslie Schneider: Review what that is. And then when we no longer have that when we go back to wherever we were before we should define more clearly based on this conversation and our own

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01:56:05.010 --> 01:56:12.600

Leslie Schneider: And our own thoughts what what it means to not take final action at a study session, but I think we do have an exception in place right now.

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01:56:13.650 --> 01:56:14.070

Leslie Schneider: Thank you.

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01:56:14.100 --> 01:56:15.660

Ann Macfarlane: Joe Yeah.

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01:56:15.930 --> 01:56:24.390

Joe Deets: Thank you. I want to get back to the, the, the time issue I chair study sessions being Deputy Mayor and I just want to make sure

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01:56:24.960 --> 01:56:29.640

Joe Deets: I guess the main thing would be may ask my colleagues that this is sufficient, but I'm just thinking how

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01:56:30.390 --> 01:56:39.810

Joe Deets: Say we have 20 minutes on an item that we budgeted for and would it be and I haven't been doing this, so maybe I feel like maybe I need to

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01:56:40.260 --> 01:56:50.250

Joe Deets: Say we get into 15 minutes time limit, and I say we were scheduled for five minutes left. Maybe. Should I ask the question, Do you think that's sufficient or do you think we

765

01:56:51.270 --> 01:57:01.950

Joe Deets: So it's not for me to end discussion is my point, but I want to make sure my colleagues know you know we're hitting that time limit. And do we want to keep talking or not.

766

01:57:02.520 --> 01:57:02.940

Ann Macfarlane: That is a

767

01:57:03.030 --> 01:57:08.700

Ann Macfarlane: Great. I think it's great. Music Do you think we can wrap this up in the next five minutes or should we take a bit longer.

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01:57:09.120 --> 01:57:10.830

Joe Deets: Yeah, something like that. Yeah.

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01:57:10.890 --> 01:57:11.610

That's very good.

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01:57:13.050 --> 01:57:19.350

Michael Pollock: Because Michael know first of all, thank you. Councilmember juice for that. Appreciate you coming

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01:57:22.740 --> 01:57:31.620

Michael Pollock: Back to the question. The final disposition. I think that's pretty clear. I think that the issue with our study sessions is that we

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01:57:32.790 --> 01:57:38.880

Michael Pollock: Want to have. We have a policy of allowing public comment. So it's kind of back to that issue is, is, you know, not just

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01:57:39.390 --> 01:57:49.230

Michael Pollock: final disposition, but can we provide opportunities for public comment on matters and what what point in the process. Can we allow that. And before taking

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01:57:49.920 --> 01:58:04.680

Michael Pollock: Making a decision. So I think that's for us. That's something that can I guess it's more for the Council members, not something for us to consider is whether to allow, at what point, you know, allow for public comment. Yep.

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01:58:04.770 --> 01:58:08.130

Ann Macfarlane: This would be your cool. Yeah. Well, listen.

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01:58:10.440 --> 01:58:13.830

Kirsten Hytopoulos: Yeah, I don't want to take up much time here but just to kind of pull that all around.

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01:58:14.310 --> 01:58:24.120

Kirsten Hytopoulos: You know we made, we made an A minor exception during coven so that we could bring urgent matters forward. We didn't, you know. So I think we've respect continued to respect that.

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01:58:24.780 --> 01:58:37.110

Kirsten Hytopoulos: The desire to have public comment meetings were actions taken and just, again, just a reminder, we're not supposed to be bringing forward regularly items for action at say sessions. It was just had the flexibility for urgent matters.

779

01:58:39.300 --> 01:58:40.470

Ann Macfarlane: Okay, good.

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01:58:42.270 --> 01:58:46.230

Ann Macfarlane: Alright, so let's go on. So here we go.

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01:58:48.660 --> 01:58:55.410

Ann Macfarlane: So we recommend that you establish time limits and we recommend three hours maximum for meetings I honestly

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01:58:55.710 --> 01:59:02.790

Ann Macfarlane: I was talking with somebody from one of the Boeing unions and their meetings are eight hours. And that is just punishing that is killing everybody

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01:59:03.600 --> 01:59:12.300

Ann Macfarlane: But on the other hand, someone was complaining in the newspaper that the school board was taking two lines didn't have an hour and a half their meeting actually went to three hours so

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01:59:12.840 --> 01:59:21.390

Ann Macfarlane: It's all relative. You know, but we feel like three hours is a maximum and we recommend five minutes each for individual Member discussion and council reports.

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01:59:21.840 --> 01:59:28.320

Ann Macfarlane: 30 minutes maximum for public comment and three minutes maximum for public speakers, I think two minutes is too short.

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01:59:28.680 --> 01:59:33.870

Ann Macfarlane: And I think, five, seven, and nine, all of which I've seen for public comment is too long.

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01:59:34.320 --> 01:59:40.470

Ann Macfarlane: You know you have a right not to have your entire lives given over to the to your meetings. So it's up to you. It's up to you.

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01:59:40.800 --> 01:59:49.860

Ann Macfarlane: But this is what we recommend as targets and I do find I think that in these covert times meetings do tend to kind of squished easily extend because

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01:59:50.190 --> 01:59:56.370

Ann Macfarlane: We don't have to get out of the council chambers and home again. So you might want to think about that and see what your targets are

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01:59:57.060 --> 02:00:02.610

Ann Macfarlane: So here's our paper time limits create productive meetings and it has a general discussion of this issue.

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02:00:03.150 --> 02:00:12.600

Ann Macfarlane: There is a rule for large assemblies that each person can speak twice and on each subject and that does not apply to you, does not apply to a small board.

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02:00:13.080 --> 02:00:25.380

Ann Macfarlane: And there's another rule and Robert that each person can speak for up to 10 minutes. And we think that's far too long, that that's really a 19th century provision and that you would be well served to adopt a shorter limit for yourself.

793

02:00:26.520 --> 02:00:38.160

Ann Macfarlane: So any more questions on time limits. Okay, so now we're going to take another five minute break and we'll just give ourselves a chance to get a glass of fresh water and then we'll talk about

794

02:00:38.430 --> 02:00:44.730

Ann Macfarlane: What's the point of rules of order. So Christine. Can you put that timer on for us. And I'll see you in five

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02:06:01.980 --> 02:06:02.490

Ann Macfarlane: Minutes.

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02:06:05.850 --> 02:06:08.310

Ann Macfarlane: And let's move on to, what's the point

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02:06:09.510 --> 02:06:11.580

Ann Macfarlane: What's the point of rules of order.

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02:06:24.150 --> 02:06:43.320

Ann Macfarlane: So I'm going to introduce a concept here, which I think is really critical for Robert's Rules of Order and it's the flow of authority at a meeting the way authority flows enemy. The first step is that the group adopts its rules and guidelines which you have done, you have got your

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02:06:47.580 --> 02:06:57.420

Ann Macfarlane: City of Bainbridge Island. You see, I've been studying it carefully manual of city governance policies, procedures and guidelines. And then, of course, it refers to

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02:06:57.990 --> 02:07:09.420

Ann Macfarlane: Robert's Rules of Order as your backup. So in attending members, except the rules of the group. If you are elected to a city council or appointed to a planning commission

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02:07:09.930 --> 02:07:18.930

Ann Macfarlane: You are bound by the rules of that group, you can propose to change them. But those rules exist and you have to follow them.

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02:07:19.710 --> 02:07:34.950

Ann Macfarlane: during meetings, the presiding officer applies the rules for the benefit of the group. So the role of the mayor OR THE MAYOR PRO TEM in a study session is to apply the rules. The group has chosen for the benefit of the group.

803

02:07:36.180 --> 02:07:43.140

Ann Macfarlane: All persons present no meeting have an obligation to obey the legitimate ORDERS OF THE PRESIDING OFFICER.

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02:07:43.950 --> 02:07:57.480

Ann Macfarlane: Now this is straight out of Robert and I can tell you that a key word in there is legitimate orders. I worked with one city and they had this in their rules of order all persons present at a meeting must obey the mayor's orders.

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02:07:59.040 --> 02:08:07.980

Ann Macfarlane: Go pick up my laundry and get me a cup of coffee on the way, you know, fortunately they changed it but legitimate orders is obviously the key word here.

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02:08:09.300 --> 02:08:16.020

Ann Macfarlane: Any member who disagrees with a ruling decision or order by the presiding officer may appeal the ruling.

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02:08:17.100 --> 02:08:25.410

Ann Macfarlane: If another member second see appeal, the group will decide by majority vote whether the ruling decision or order is legitimate.

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02:08:25.980 --> 02:08:37.140

Ann Macfarlane: And then the presiding officer obeys the group's decision. So you can see this is the opposite of that pyramid, rather than authority hierarchy.

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02:08:37.710 --> 02:08:46.680

Ann Macfarlane: Accountability hierarchy, with a boss at the top we've got the group at the top and the boss the mirror the presiding officer obeys the group's decision.

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02:08:47.010 --> 02:08:53.010

Ann Macfarlane: So it's kind of counterintuitive, you know, the image of the captain of industry is so deeply ingrained in us.

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02:08:53.400 --> 02:09:05.490

Ann Macfarlane: That we tend to defer too much to the mayor and the mayor is often or the President or the chair, you know, once elected starts to act like the boss. So it's a very fine balancing act.

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02:09:06.240 --> 02:09:16.020

Ann Macfarlane: And democracy is fragile and it depends on mutual acceptance understanding it can only work if everyone agrees to follow its principles and process.

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02:09:16.440 --> 02:09:26.880

Ann Macfarlane: And I'm so happy that you've asked me to assist you in taking this training because everyone must know and understand the rules and the reason is you are it

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02:09:27.480 --> 02:09:36.330

Ann Macfarlane: You the Bainbridge city council are it. There are no parliamentary police. I could have a great career if that were an office, but it doesn't exist.

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02:09:36.720 --> 02:09:50.700

Ann Macfarlane: So this is the hierarchy of authorities, we've got the US Constitution state law, your code that allows you to exist, your bylaws or board rules any special rules of order, you might pass and Robert's Rules at the bottom.

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02:09:51.330 --> 02:10:03.720

Ann Macfarlane: People are surprised sometimes to find out how low Robert's Rules false, but that's the case. That's the case your authority is not as powerful as your own bylaws and board rules. So I really recommend

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02:10:04.140 --> 02:10:12.420

Ann Macfarlane: That that you study your manual and you consider you know if there's anything that needs tweaking. If you go ahead and do it. It's very good. It's very helpful.

818

02:10:12.780 --> 02:10:23.190

Ann Macfarlane: A lot of excellent things in there. A couple things I think might be changed, but that's up to you. So we don't like the idea that guidelines must be enforced.

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02:10:23.940 --> 02:10:29.520

Ann Macfarlane: Doesn't fit with our Pacific Northwest, go go along to get along ethos, but all human organizations.

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02:10:29.850 --> 02:10:38.610

Ann Macfarlane: Even benign institutions like hospitals, schools and retirement communities ultimately depend on power enforcement for their success.

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02:10:39.090 --> 02:10:44.550

Ann Macfarlane: So you as a body need to know that and the power of the group extends to the power to sanction.

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02:10:45.330 --> 02:10:58.530

Ann Macfarlane: It's best if ward Rules of Procedure include a specific steps to be taken when the guidelines are broken. But if Robert's Rules is your authority. You do have this power already doesn't have to be in your guidelines.

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02:10:59.910 --> 02:11:06.300

Ann Macfarlane: And Robert says it is possible to adopt emotion of center without formal disciplinary procedures.

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02:11:06.840 --> 02:11:15.450

Ann Macfarlane: So I did see a little confusion at one of your meetings about the role of the formal disciplinary procedures and they are they are not required. They are not required.

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02:11:16.080 --> 02:11:26.040

Ann Macfarlane: But don't do it lightly. We recommend that you use sanctions only when repeated offenses, make it necessary, and you consult with your attorney before proceeding.

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02:11:27.150 --> 02:11:36.570

Ann Macfarlane: So this is really important, as they say in dragnet, you know, just the facts, ma'am, you cannot talk about your feelings about another member

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02:11:37.170 --> 02:11:45.270

Ann Macfarlane: We had a case where somebody was get expressing his views on that point. And that's absolutely out but you can discuss actions.

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02:11:45.780 --> 02:11:56.160

Ann Macfarlane: Actions by another member if, in your view, they merit sanction. So it's a fine but an important difference and maybe a little hard for us in this touchy feely era.

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02:11:56.910 --> 02:12:06.630

Ann Macfarlane: Where, how you feel about something is taken to be so important. So what actions may merit sanction failing to observe courtesy and respect using foul language.

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02:12:07.140 --> 02:12:14.670

Ann Macfarlane: Failing to observe the rules of discourse discussion interrupting others speaking out of turn speaking beyond established time limits.

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02:12:15.180 --> 02:12:29.520

Ann Macfarlane: Violating the confidentiality of Executive Session, failing to observe ethics guidelines taking actions outside the meeting that hamper the board in its work or taking actions outside the meeting that attempt to undermine aboard decision.

832

02:12:30.540 --> 02:12:35.700

Ann Macfarlane: So what does undermine mean the minority may express their disagreement outside the meeting.

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02:12:36.570 --> 02:12:42.240

Ann Macfarlane: Of course, but they may not take action intended to prevent the board's decision from being carried out.

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02:12:42.690 --> 02:12:55.050

Ann Macfarlane: I have an example for you in the city of Anchorage, the school board passed a bond measure and one of the dissenting members wrote an opinion piece in the paper urging citizens to vote against the bond measure

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02:12:55.890 --> 02:13:01.410

Ann Macfarlane: That was a huge violation of his duty to the board. And I believe he should have been sanctioned for it.

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02:13:02.190 --> 02:13:11.310

Ann Macfarlane: You can't do that. You have a duty of loyalty to your organization. And of course, sometimes it's kind of a fine line between expressing an opinion and taking an action.

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02:13:12.210 --> 02:13:19.650

Ann Macfarlane: So there are various possible sanctions and these are some that we've seen verbal admonishment letter of reprimand

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02:13:20.280 --> 02:13:26.670

Ann Macfarlane: motion of censure. Note that the Member may vote on their own center motion unless they're under disciplinary proceedings.

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02:13:27.180 --> 02:13:42.330

Ann Macfarlane: removal from external or board committees or order to leave the meeting at which the behavior occurs. You can't bar somebody from future meetings, but you can order them to leave. So here's an example of a verbal admonishment

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02:13:43.350 --> 02:13:55.710

Ann Macfarlane: Jack Robin says repeatedly violated our Rules of Procedure and uses insulting language towards his colleagues and the public. I moved the jack Robinson be issued a verbal admonishment and directed to cease an inappropriate behavior.

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02:13:56.730 --> 02:13:57.360

Ann Macfarlane: Second,

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02:13:58.710 --> 02:14:07.890

Ann Macfarlane: It has been moved and seconded the junk Robinson be issued a verbal admonishment and directed to see some inappropriate behavior. Is there any discussion.

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02:14:10.020 --> 02:14:18.060

Ann Macfarlane: This is going on too long at every meeting jack Robinson calls his colleagues bozos it describes the public as the great unwashed

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02:14:19.680 --> 02:14:25.770

Ann Macfarlane: You people are all too sensitive. I'm just using humor to lighten things up a bit. This motions, a bunch of malarkey.

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02:14:27.090 --> 02:14:31.470

Ann Macfarlane: Well, I agree with the motion. I'm sick and tired of all this nonsense.

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02:14:33.570 --> 02:14:35.010

Ann Macfarlane: Is there any further discussion.

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02:14:36.120 --> 02:14:37.890

Ann Macfarlane: Hearing none, will take the vote.

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02:14:38.940 --> 02:14:49.950

Ann Macfarlane: All those in favor of the motion to issue a verbal admonishment to jack Robertson and directing to cease is inappropriate behavior. Please say on although supposed please say no.

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02:14:51.720 --> 02:15:03.900

Ann Macfarlane: He is habit Jeff Robinson. You are hereby admonished for your inappropriate and disruptive use of language during our meetings because we see such behavior immediately it observe our rules of decorum.

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02:15:07.470 --> 02:15:07.890

Ann Macfarlane: Yeah.

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02:15:09.090 --> 02:15:15.960

Ann Macfarlane: So I'm going to give you a real life example here. It's from the city council minutes of the city of Tacoma, some years ago.

852

02:15:16.410 --> 02:15:22.680

Ann Macfarlane: Move pursuant to Rule 3D of the Rules of Procedure that Council issue a written reprimand to councilman Tom stinger

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02:15:23.040 --> 02:15:32.730

Ann Macfarlane: remove him from his duties as chairperson of the environment in Public Works Committee and place them on probation as to as appointments on the Pierce transit board Puget Sound Regional Council.

854

02:15:33.870 --> 02:15:40.920

Ann Macfarlane: This proposed action is based on councilman stingers transgressions of the Council rules specifically for his discourteous conduct.

855

02:15:41.250 --> 02:15:52.650

Ann Macfarlane: At the last meeting of the neighborhoods and Housing Committee, which involved repeated derogatory remarks directed toward a member of the public and failing to come to order. At the request of the presiding officer.

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02:15:53.970 --> 02:16:03.600

Ann Macfarlane: So you see it's a they are naming this council member but they're referring to actions actions taken. They're not saying that they don't like him or anything else like that.

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02:16:04.350 --> 02:16:13.560

Ann Macfarlane: So in sanctioning sometimes there is a higher voting requirement then for an ordinary action, sometimes there's a two thirds vote or majority of board members in office.

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02:16:14.130 --> 02:16:19.800

Ann Macfarlane: But it not necessarily if you just go by Robert. It's just a majority of votes of those who cast a vote.

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02:16:20.550 --> 02:16:30.000

Ann Macfarlane: So you want to check state law and your conflict of interest policy to determine whether the person who is the subject of the proposed sanction may vote on the motion or not.

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02:16:30.450 --> 02:16:35.760

Ann Macfarlane: From a parliamentary perspective, a member may vote on their own sanction unless

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02:16:36.330 --> 02:16:42.540

Ann Macfarlane: A the members under disciplinary proceedings which is a whole nother business covered in Chapter 20 of Robert or

862

02:16:42.900 --> 02:16:49.890

Ann Macfarlane: The Member of fans repeatedly during a meeting, to the extent that the chair has warned the offender three times in named the member

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02:16:50.310 --> 02:16:59.610

Ann Macfarlane: So that's a very specific process that Robert has which if you if you go through that, then the member is considered to be under disciplinary proceedings.

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02:17:00.570 --> 02:17:08.760

Ann Macfarlane: So removal from the current meeting is obviously a drastic step. You want to talk with your attorney and verify that this can be done under State law on your bylaws.

865

02:17:09.150 --> 02:17:25.230

Ann Macfarlane: And according to Robert the chair does not have this power only the body itself can order a member to leave the room and you can't borrow a Member from future meetings. So we have this paper sanctioning rogue board members that goes into all this and it's in your reference materials.

866

02:17:26.460 --> 02:17:30.060

Ann Macfarlane: So any quick I'll pause here for any questions about sanctions.

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02:17:34.530 --> 02:17:35.490

Ann Macfarlane: Chris Kirsten

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02:17:36.810 --> 02:17:40.680

Kirsten Hytopoulos: This is actually going back one topic. Is that okay, sure.

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02:17:40.740 --> 02:17:41.580

Ann Macfarlane: Sure, absolutely.

870

02:17:41.880 --> 02:17:46.350

Kirsten Hytopoulos: I just wanted to point that maybe this is obvious, but to me, there's a there's kind of an interesting

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02:17:47.730 --> 02:17:57.360

Kirsten Hytopoulos: Dynamic where while you are you're pointing out that the chair ultimately doesn't have the ultimate power the chairs at the bottom of an upturn pyramid and that the group has the power

872

02:17:57.720 --> 02:18:07.320

Kirsten Hytopoulos: What I think is interesting and and we just got to remember when we're in a meeting is that once the, once the group rules, it kind of inverts again.

873

02:18:07.410 --> 02:18:08.250

Ann Macfarlane: To fully

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02:18:08.400 --> 02:18:16.080

Kirsten Hytopoulos: Now the chair may appear to be exerting power. What's happened is the chair has become empowered to continue with an action. And so I guess just think is

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02:18:16.500 --> 02:18:25.380

Kirsten Hytopoulos: This worth pointing out that that's how it sort of plays out in practice is that the chair. There's a feeling I think appropriately that a chair has quite a bit of power.

876

02:18:25.890 --> 02:18:27.840

Kirsten Hytopoulos: It's just that when it's questioned it has to be

877

02:18:28.470 --> 02:18:40.950

Kirsten Hytopoulos: reaffirmed in the moment. So anyway, I'm not sure if that's worth pointing out, but I'm just imagine when things play out that that's what it feels like. Is that the chair in the chair should receive that respect. Once it's his or her powers and reaffirmed

878

02:18:41.490 --> 02:18:50.760

Ann Macfarlane: Absolutely curious and that's a wonderful way and I love your you're showing it with your hands. So I gave a training to us. One of our bodies here, one of our local governments and

879

02:18:51.060 --> 02:19:00.510

Ann Macfarlane: They said it was transformative. And it was wonderful and it went well. And now they've all started slipping back. And so a council member started talking about something that was done.

880

02:19:01.020 --> 02:19:09.600

Ann Macfarlane: Two months earlier and criticizing it and the chair said interrupted and said, you know, we're not allowed to discuss that. And she said, May I remind the chair. You're not supposed to interrupt me

881

02:19:10.290 --> 02:19:19.500

Ann Macfarlane: So, you know, it is hard to kind of keep it clear as to when you can interrupt and when you can't interrupt any other thank you for that input. Yes, Michael.

882

02:19:20.760 --> 02:19:32.640

Michael Pollock: And maybe you're going to get to this, but a couple things related to what the good of the order of a 111 is good for us to be used for and then

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02:19:33.780 --> 02:19:37.470

Michael Pollock: When this idea of correcting the record.

884

02:19:38.430 --> 02:19:50.280

Michael Pollock: And we've seen that where where maybe a member of the public, or maybe a member of a community. We have a lot of citizen committees or maybe even another council member says something that another council member

885

02:19:50.760 --> 02:20:04.410

Michael Pollock: Believes is an air and and maybe you're going to get to this, but how how to deal with that kind of situation. It's not related to sanctions directly but it kind of potentially can lead to that effect. Somebody fills that another

886

02:20:05.820 --> 02:20:14.040

Michael Pollock: The public or others. Councilmember have said something that is wrong or libelous or something like that and how you would deal with the situation.

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02:20:15.630 --> 02:20:19.440

Ann Macfarlane: Well, we strongly recommend that your midst. Do not include what people say.

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02:20:20.550 --> 02:20:25.740

Ann Macfarlane: We strongly recommend that minutes do not include what people say neither council members, nor members of the public.

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02:20:26.130 --> 02:20:35.580

Ann Macfarlane: And if we have time at the end or run you through our little portion on minutes on what should be done there. So thank you. And if I if I don't remember. Remind me about it.

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02:20:35.940 --> 02:20:39.150

Michael Pollock: Okay, with that, I just, yeah.

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02:20:39.450 --> 02:20:41.100

Michael Pollock: Respect for the question.

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02:20:41.400 --> 02:20:42.840

Ann Macfarlane: What was your first point, Michael.

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02:20:43.110 --> 02:20:45.540

Michael Pollock: Well, really about about good of the order

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02:20:46.230 --> 02:20:47.040

Ann Macfarlane: The order, so I

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02:20:47.730 --> 02:20:49.350

Michael Pollock: Am correcting the record.

896

02:20:49.860 --> 02:20:54.630

Ann Macfarlane: Okay, so there's two different things. But if the order is fine to have on your agenda.

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02:20:55.080 --> 02:21:04.980

Ann Macfarlane: And accept that. Don't be making motions during good in the order good of the order is strictly for comments COUNCIL COMMENTS. Some people have somebody have a

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02:21:05.670 --> 02:21:14.850

Ann Macfarlane: Agenda Item COUNCIL COMMENTS AND IT'S can't go on too long. So that's really important in the same rules of decorum apply to good of the order, Leslie.

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02:21:17.040 --> 02:21:23.040

Leslie Schneider: Thank you. So I just wanted to go back to your comment about when the chair can interrupt.

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02:21:23.280 --> 02:21:34.020

Leslie Schneider: Right, right. On the one hand, you know, anything that would be a point of order, the chair could interrupt for and, you know, knowing that you don't want, you want to do it sparingly. I heard that part.

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02:21:34.980 --> 02:21:55.080

Leslie Schneider: But a chair can and or should interrupt if rules are being violated in the same way that someone that another member would put, you know, would interrupt with a point of order. Yeah, and so can in the case that you just described, it seems like that member was violating

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02:21:56.910 --> 02:22:08.880

Leslie Schneider: You know, a rule and maybe I'm not remembering it well enough. But if they were violating a rule to bring back a discussion and if they can go on for five minutes. What is the chairs responsibility in that case.

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02:22:09.030 --> 02:22:17.040

Ann Macfarlane: So it's sure that you're acting correctly interrupting the member and saying we are not allowed to discuss the decision of two months ago.

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02:22:17.400 --> 02:22:24.630

Ann Macfarlane: Please cease and desist. And then the member said chair I remind you, not to interrupt me the chair should have said that is incorrect.

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02:22:25.110 --> 02:22:32.850

Ann Macfarlane: It is the duty of the chair to enforce the rules of order, we have adopted this rule and should have persisted, the chair should have steamrolled that member

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02:22:34.080 --> 02:22:43.500

Ann Macfarlane: If you have a member who's keeping on not following you have to be forceful and if it really doesn't work, you have to turn to the group and say,

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02:22:43.980 --> 02:22:56.100

Ann Macfarlane: Council members council member X is disobeying the orders of the chair and persisting in discussing a matter which is not proper shall she'd be allowed to continue. All those in favor, say aye, as opposed to say no.

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02:22:56.730 --> 02:23:09.390

Ann Macfarlane: You know, it's just, it should never get into a one on one struggle because the chair, on the one hand is fully empowered to take action on the other can always turn to the board so rush home.

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02:23:13.110 --> 02:23:30.810

Rasham Nassar: Yes, thank you. I just I want. I think this is the disciplinary procedures topic that I mentioned, I wanted to discuss more depth. You had a slide which talked about sanctions, they get might have been one of the first

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02:23:32.730 --> 02:23:46.770

Rasham Nassar: And the fact that that Robert's Rules don't actually contain formal or spelled out procedures for issuing disciplinary action against the council member and is there.

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02:23:48.570 --> 02:23:57.360

Rasham Nassar: Is there any, are there any kind of boundaries within which council members who wish to bring sanctions.

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02:23:57.750 --> 02:24:05.100

Rasham Nassar: Against a council member at a public meeting. Are there any, are there any rules or any steps that that Robert's Rules provides

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02:24:05.640 --> 02:24:14.520

Rasham Nassar: That they need follow before a bringing it up, you know, on the spot in a council meeting and I'm thinking about that deer in the headlight slide.

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02:24:14.910 --> 02:24:21.810

Rasham Nassar: Where other council members, you know, because we can't discuss outside of a council meeting and more than three council members.

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02:24:22.350 --> 02:24:31.020

Rasham Nassar: And and so for council members and sometimes, including the council member who's the subject of the proposed sanctions is unaware that

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02:24:31.350 --> 02:24:39.570

Rasham Nassar: Three council members are had intended to bring emotion. During another topic of debate and to issue formal sanctions against a council member

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02:24:40.500 --> 02:24:48.060

Rasham Nassar: So I guess my question is, is it when is that when is it appropriate, under what agenda item. Is that appropriate to do so. Does it require its own specific

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02:24:48.330 --> 02:25:00.210

Rasham Nassar: Agenda item with motions that are produced in the agenda packet beforehand that give the accused adequate time to prepare a defense and that's one question and then

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02:25:01.650 --> 02:25:04.530

Rasham Nassar: I had a second question that related to that as well but I'm

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02:25:05.850 --> 02:25:08.130

Rasham Nassar: blanking on it at the moment. So maybe we could just start there.

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02:25:09.360 --> 02:25:09.900

Rasham Nassar: No.

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02:25:10.050 --> 02:25:20.970

Ann Macfarlane: I'm just a little clarification. We're talking two different things here. One is a sanction issued by a body against one of its members in the form of

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02:25:21.450 --> 02:25:36.480

Ann Macfarlane: A center of verbal admonishment whatever the other is disciplinary procedures and punishments and those are covered in Chapter 20 of Robert's Rules and they are not required for these kinds of issues so

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02:25:37.620 --> 02:25:42.180

Ann Macfarlane: That I think there was a little confusion in your one of your meetings about this point.

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02:25:42.600 --> 02:25:52.200

Ann Macfarlane: And I think the difference, as you can see is that these are the center motions that we're talking about, you know, in, in a way, they don't have very, very much in the way of teeth.

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02:25:53.100 --> 02:25:58.080

Ann Macfarlane: I mean, you use disciplinary procedures if you wanted to deny a member of a club his membership.

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02:25:58.680 --> 02:26:04.140

Ann Macfarlane: There'd be something there that that way. But, but these are these are expressions of opinion by the Council.

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02:26:04.440 --> 02:26:12.570

Ann Macfarlane: With the exception of these removal from committees and so on. But you know, it's not, you can't impose a fine, you can't do something like that so

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02:26:12.990 --> 02:26:23.250

Ann Macfarlane: It is sufficient for a Member to bring up the motion we recommend as best practice that it be an agenda item and submitted in advance of the meeting.

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02:26:23.610 --> 02:26:32.580

Ann Macfarlane: I don't think it's a good idea to bring these things up at a, at a topic that maybe has some loose relationship but isn't actually that item.

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02:26:33.060 --> 02:26:39.810

Ann Macfarlane: Now, of course, I think people sometimes are feeling conflicted about sanctions and anxious and so they might want to feel like

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02:26:40.170 --> 02:26:46.650

Ann Macfarlane: Spring it as a prize is better, but it's not better, it's better to give it in advance and have it be a proper agenda item.

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02:26:47.100 --> 02:27:04.860

Ann Macfarlane: And then I hope that everybody involved will refrain from stirring up the populace. And, you know, creating lots of hoo ha and just kind of really focus on the actions that issue and whether in fact they mirror it sanction or not and keep it as impersonal as possible.

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02:27:05.580 --> 02:27:17.340

Rasham Nassar: Does that that does help. And I did remember my second question, and it playing off something that you just said about focusing on the actions of that member and not the character or

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02:27:18.300 --> 02:27:27.600

Rasham Nassar: Form, meaning the impugning the motives or intentions of that council member I know those that to also be

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02:27:28.110 --> 02:27:44.520

Rasham Nassar: You know prohibited by Robert's Rules. But what what when the allegations that a council member is facing are so broad and ambiguous that even the accused himself or herself does not fully understand what conduct he or she engaged in that others perceived to be so problematic.

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02:27:45.570 --> 02:27:45.930

Rasham Nassar: Well,

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02:27:46.290 --> 02:27:53.040

Ann Macfarlane: You know, this is getting outside of parliamentary procedure and into common sense you hope that anybody who is feeling serious enough to bring

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02:27:53.400 --> 02:28:02.100

Ann Macfarlane: Us motion like this is going to get specific. You know, as you saw in councilman stingers reprimand that on at the August 5 meeting he used

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02:28:02.460 --> 02:28:15.870

Ann Macfarlane: obscenities to the public. The staff and his colleagues, you know, I mean, if it's too vague, I think, then the council member and discussion can say, in my view, this is unfortunately very vague and inadequate and we should vote it down.

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02:28:17.910 --> 02:28:19.920

Ann Macfarlane: So accounts we were curious. Yes.

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02:28:21.210 --> 02:28:29.730

Kirsten Hytopoulos: Yeah, going back to, to the good of the order question. This is actually a really important question to us as a group, because we've gone back and forth on what is the good of the order for

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02:28:30.090 --> 02:28:36.570

Kirsten Hytopoulos: And I'm hearing you say that, yeah, you probably wouldn't agree with this, but just reading from really short from

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02:28:37.020 --> 02:28:44.190

Kirsten Hytopoulos: From Robert's Rules for dummies because I looked at this before so I felt confident that we could raise concerns about each other's behavior.

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02:28:44.790 --> 02:28:57.510

Kirsten Hytopoulos: During that time, this says, at least, that it's the good of the order is also a good time to offer resolution to bring a disciplinary charge against a Member for offences committed outside of a meeting. So I guess what are your thoughts about, you know,

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02:28:58.200 --> 02:28:59.940

Ann Macfarlane: Which which Robert's Rules are you reading

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02:29:00.060 --> 02:29:07.680

Kirsten Hytopoulos: Oh no this was Robert's Rules for dummies. I'm just saying my research in the past is suggested that incisive I'm just asking you is

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02:29:08.040 --> 02:29:19.830

Kirsten Hytopoulos: Is good of the order. Now, it might, you might not think it's best practice and we may want to consider that, but is good at the order and appropriate place to raise concerns about a members actions outside of the public meeting.

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02:29:21.060 --> 02:29:24.510

Kirsten Hytopoulos: Or any other concerns about about actions.

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02:29:24.960 --> 02:29:27.390

Ann Macfarlane: No, I don't think so. I don't think so.

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02:29:28.470 --> 02:29:37.560

Ann Macfarlane: If it's serious enough that you want to have it be a discussion item and have it be on the agenda. I'm just looking here to see what Robert says, and the new version of the order

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02:29:39.090 --> 02:29:39.540

Ann Macfarlane: Some kind of

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02:29:39.630 --> 02:29:42.930

Ann Macfarlane: People quote Robert's Rules, you know, and it's the one from 1915

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02:29:44.760 --> 02:29:57.720

Kirsten Hytopoulos: I think will be really helpful for us is to understand the parameters of Robert's Rules, or sorry, of good of the order, like what is possible during good of the order are there limitations of what those COUNCIL COMMENTS can be regarding

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02:30:00.000 --> 02:30:03.660

Ann Macfarlane: Okay, so this this current Robert says

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02:30:05.520 --> 02:30:11.790

Ann Macfarlane: Although good of the order often involves no business or emotions. The practice of some organizations would place.

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02:30:12.180 --> 02:30:18.900

Ann Macfarlane: Motions or resolutions related to formal disciplinary procedures for offenses outside of meeting at this point.

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02:30:19.890 --> 02:30:28.200

Ann Macfarlane: So I'm hoping you're not going to have formal disciplinary procedures for offenses outside of meeting. I mean, that's really getting pretty nuclear

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02:30:28.980 --> 02:30:34.050

Ann Macfarlane: And the thing I'm talking about is sometimes it might be appropriate to offer a motion of center.

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02:30:34.530 --> 02:30:37.770

Ann Macfarlane: But formal disciplinary procedures are a waste of time.

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02:30:38.160 --> 02:30:45.930

Ann Macfarlane: They're going to tie you up, you know, in not doing the city's business and you've got your ethics complaints there if you need to. If you have something. It's really serious.

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02:30:46.230 --> 02:31:02.940

Ann Macfarlane: I think people's feelings often carry them away and they feel like something has to be done, and they do stuff which is which is not wise. So, this I would, I would recommend that you limit good of the order to positive remarks about what's happening in your community and your views.

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02:31:04.500 --> 02:31:08.610

Ann Macfarlane: I will. I'm going to take Leslie's and I'll come back to Kristin. Yes, Leslie.

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02:31:10.140 --> 02:31:20.670

Leslie Schneider: So it's it's related. Um, so you're suggesting that we bring an actual agenda item and we. So what would you recommend what is an example of that does

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02:31:21.360 --> 02:31:36.900

Leslie Schneider: Is that saying, you know, discussing potential center for a council member, you know, just keeping it very generic or what would you suggest as the proper noticing of that particular agenda item.

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02:31:37.800 --> 02:31:48.300

Ann Macfarlane: So it's up to you how you want to do it. And I have a collection of examples of center motions and one of them includes I think how it looked on the agenda, so I'll send that to you.

967

02:31:48.900 --> 02:32:02.850

Ann Macfarlane: You can just look at that and see what some other cities are doing. This is a continuing problem. I've had five inquiries in the last month. So it's unfortunate i think i think Zoom is making it worse for us to curse. And let me finish your question and then rush home.

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02:32:03.390 --> 02:32:08.580

Kirsten Hytopoulos: Yeah, I definitely to clarify for my colleagues, I would not all condone the evergreen formal disciplinary

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02:32:09.810 --> 02:32:21.240

Kirsten Hytopoulos: Proceedings, but going back to your comment about for best practice and have only beheading positive comments, I guess, in my experience, my last from on Council number of years ago and now

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02:32:21.990 --> 02:32:32.040

Kirsten Hytopoulos: There's also one thing, it's helpful about good of the order is to to address things that didn't go well in that particular meeting so be any kind of formal anything

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02:32:32.610 --> 02:32:42.780

Kirsten Hytopoulos: Or even a center or any kind of action like that. But what do you think about being able to say, hey, when you know i when this happened. This didn't go so well and hope the future. We do it this way or some sort of reflection back on.

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02:32:43.110 --> 02:32:47.400

Ann Macfarlane: I think that's fine. That's what sure that makes perfect sense. Russia.

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02:32:48.450 --> 02:32:58.410

Rasham Nassar: Yeah, related to mayor Snyder's inquiry about formal processes and appropriate in the appropriate means

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02:32:58.410 --> 02:32:59.670

Rasham Nassar: For for for

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02:32:59.940 --> 02:33:10.590

Rasham Nassar: For discussing what are perceived code of conduct violations or or violations of procedure or process by Council members and issuing sanctions and such. And I

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02:33:11.430 --> 02:33:19.410

Rasham Nassar: took the liberty of taking chapter 20 of Robert's Rules of Order and drafting an ordinance that I circulated through the city clerk to the city council members.

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02:33:20.340 --> 02:33:31.890

Rasham Nassar: And in advance of a very brief discussion on it. A couple of weeks ago and my intention. There was to provide some sort of framework and guidance for council members to have just to enter

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02:33:32.880 --> 02:33:52.620

Rasham Nassar: To be able to have discussions on count concerns about other council members speech or conduct, but in a matter that was fair and in what I believe to be consistent with our values and our and our ethical guidelines and such in our ethics program and it it does kind of

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02:33:53.940 --> 02:33:57.720

Rasham Nassar: Support the theory that a lot of what I perceive to be

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02:33:58.620 --> 02:34:07.890

Rasham Nassar: What we may call code of conduct issues with council members can be understood as well as interpersonal conflicts between Council members and and I heard you comment on emotions and

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02:34:08.130 --> 02:34:12.270

Rasham Nassar: Things, and I think we've all experienced that in recent Council meetings as well.

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02:34:12.690 --> 02:34:23.610

Rasham Nassar: And so the the procedure that I laid out in this ordinance was what requires first that if a council member has an issue with another council member that the first

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02:34:23.970 --> 02:34:31.410

Rasham Nassar: Course of action is for that council member to call the other council member to attempt to handle the dispute offline.

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02:34:32.160 --> 02:34:51.660

Rasham Nassar: Before it be brought by a minority of council members to a public meeting. Is that something that you would recommend as sort of a course of action. If we were to attain the adoption of a formal disciplinary procedures would you advise that that would be a good place to start.

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02:34:53.010 --> 02:35:01.320

Ann Macfarlane: I think that's a great idea, but I do not recommend adopting an ordinance, I recommend working with your government manual and putting what you want to have in there.

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02:35:01.680 --> 02:35:16.770

Ann Macfarlane: I think that putting procedural matters into ordinances is a mistake. You have the means, you have the ability to do it in the manual to adopt the manual and to adapt it any way you like. And I think encouraging people to have a personal conversation. First is great, very smart.

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02:35:18.030 --> 02:35:19.170

Ann Macfarlane: Anybody else

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02:35:20.700 --> 02:35:23.700

Ann Macfarlane: Okay, so let's. Oh yes, Leslie.

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02:35:25.980 --> 02:35:26.970

Leslie Schneider: I'm going to follow up.

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02:35:27.990 --> 02:35:42.630

Leslie Schneider: So in my previous comment you said yes, it would be good to have an actual agenda item you're going to give us some suggestions for what those could look like in our procedures for getting items on the agenda, they can be added.

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02:35:43.860 --> 02:35:47.010

Leslie Schneider: As at a previous meeting by a majority of Council.

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02:35:48.120 --> 02:35:58.440

Leslie Schneider: Or they can be put on the agenda of the, you know, as an amendment to the current agenda. And so I'm just wondering, um, you know, in terms of the idea of

993

02:35:59.700 --> 02:36:11.490

Leslie Schneider: You know, for one. It's dragging it out, but to that gives that gives someone a heads up that that there's something that's going to be happening. So given that, just getting something on the agenda is

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02:36:12.780 --> 02:36:21.000

Leslie Schneider: There are choices there. Do you have any, any thoughts about the process for getting something like that on the agenda.

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02:36:21.840 --> 02:36:31.890

Ann Macfarlane: Well, I think it's better not to take people by surprise. I think if you have concerns is put it, put it on the agenda in the normal way and let the council member know you know what's what's coming up.

996

02:36:33.180 --> 02:36:35.280

Ann Macfarlane: Thank you. They were in favor of sledge hammering

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02:36:36.300 --> 02:36:37.200

Ann Macfarlane: Anybody else

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02:36:38.430 --> 02:36:40.650

Ann Macfarlane: Okay, so let's look at

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02:36:50.130 --> 02:36:59.340

Ann Macfarlane: Okay, what's the point of rules of order. So when we talk about all this. When we say you have to obey the chair. You must remain silent. You must be polite.

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02:36:59.820 --> 02:37:10.920

Ann Macfarlane: I want you to think of it in these terms, you are not obeying only the chair. You are also being our democratic principles, whereby we decided that we were not going to have an arbitrary monarch.

1001

02:37:11.310 --> 02:37:18.930

Ann Macfarlane: By divine right who is going to tell us how to live our lives we you really are carrying out the fundamental principles of democracy.

1002

02:37:19.260 --> 02:37:33.000

Ann Macfarlane: That it's we the people who rule. And it's a wonderful thing, and an honor and a privilege and I think it helps when we feel personally involved or threatened or unsure to remind ourselves of that that you are your own authority.

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02:37:33.840 --> 02:37:42.180

Ann Macfarlane: The RC W says the Council shall determine its own rules and order of business and may establish rules for the conduct of Council meetings and the maintenance of order.

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02:37:43.080 --> 02:37:49.740

Ann Macfarlane: And you have one thing in your manual, which is kind of a get out of jail free card. This is something that's right there at the beginning.

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02:37:50.430 --> 02:38:03.030

Ann Macfarlane: Your attorney pointed out to me failure of the Council, acting in an open public meeting to follow any of these rules shall be considered a Council decision to wave such rule, no notice is such a waiver and need be given

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02:38:03.690 --> 02:38:17.400

Ann Macfarlane: Well, you know, I'm not that keen on this. Get Out of Jail Free card, it seems to me it's too loose. It is correct that failure to follow a minor procedural rule does not invalidate Council action.

1007

02:38:17.940 --> 02:38:30.480

Ann Macfarlane: If there's an error, a member should make a point of order at the time. So it's worth it for all of you to become more familiar with your rules and with Robert's Rules and to be thinking in that framework. When you're attending meetings.

1008

02:38:30.960 --> 02:38:39.120

Ann Macfarlane: If the Council wants to wave or suspend a rule, it should do so by specific action, in my view, that's part of your commitment to good functioning.

1009

02:38:39.660 --> 02:38:50.520

Ann Macfarlane: But it's up to you. I think I know many a council that that would that would like to have this. Now this absolution. You know, complete people absolution so

1010

02:38:51.120 --> 02:38:58.800

Ann Macfarlane: There you are, something for you to think about. So we have a paper called suspend the rules with extreme caution and it goes into

1011

02:38:59.430 --> 02:39:04.200

Ann Macfarlane: The six kinds of rules that cannot be suspended and your language again in the

1012

02:39:04.680 --> 02:39:15.780

Ann Macfarlane: In your manual is is kind of loose and I think you'd be better advised to read this about the six kinds that cannot be suspended and include that in your manual. So it's in your packet

1013

02:39:16.380 --> 02:39:23.760

Ann Macfarlane: So I we're, we're not going to take a stand at ease because we're racing towards the end. So any more questions about those topics.

1014

02:39:25.110 --> 02:39:31.380

Ann Macfarlane: All right, let's talk about the right kind of control. So in order to make this whole system work, you have to have three things.

1015

02:39:31.980 --> 02:39:41.670

Ann Macfarlane: You have to have knowledge of how this system works which you're getting by attending, you have to have a majority on your council in favor of civility and the system.

1016

02:39:42.360 --> 02:39:49.170

Ann Macfarlane: And you've got to have as a leader, the personal Moxie. The hutzpah the energy and the drive to put it all into practice.

1017

02:39:49.500 --> 02:39:58.470

Ann Macfarlane: It's not easy. You know, it's easier to just kind of coast along and let people do what they feel like so the chair must control who speaks, when

1018

02:39:59.130 --> 02:40:04.290

Ann Macfarlane: The chair serves as a benevolent dictator enforcing the rules that the group has chosen

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02:40:04.830 --> 02:40:12.000

Ann Macfarlane: Individual members must seek recognition before speaking. So if someone speaks up without being recognized you stop them.

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02:40:12.690 --> 02:40:30.840

Ann Macfarlane: If someone speaks out of turn you interrupt them if someone makes insulting remarks you cut them off your chair has to be able to do this and members have a duty to obey the chairs directions, if they disagree, they cannot argue back. What can they do anybody shout it out.

1021

02:40:33.270 --> 02:40:34.020

Joe Deets: Oh,

1022

02:40:36.630 --> 02:40:38.400

Ann Macfarlane: Well, point of order, in the first instance.

1023

02:40:38.490 --> 02:40:39.000

Joe Deets: Okay.

1024

02:40:39.690 --> 02:40:42.630

Ann Macfarlane: Wait avoider and then appeal. Absolutely. That's what you can do.

1025

02:40:43.260 --> 02:40:43.650

Joe Deets: So,

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02:40:43.710 --> 02:40:47.190

Ann Macfarlane: The chair is exercising what Priya Parker calls a generous.

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02:40:47.250 --> 02:40:56.340

Ann Macfarlane: Authority a generous authority, it's important to be businesslike and focused and keep things moving but show humanity and humor when appropriate.

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02:40:56.760 --> 02:41:07.980

Ann Macfarlane: And if you haven't read her book it is fabulous. Anybody who's organizing anything from a baby shower to a three day conference will learn new ideas from Priya Parker's book, The Art of gathering

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02:41:08.310 --> 02:41:25.440

Ann Macfarlane: How we meet and why it matters. I just love it. And it certainly has improved my own gatherings and my own training endeavors. I also want to mention another important concept in this what compelling people. The authors describe two different concepts that we first

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02:41:26.490 --> 02:41:39.270

Ann Macfarlane: Use two different parameters, when we meet someone. The first question we ask is how strong are you how capable. Can you get something done in the world and, by extension, can you get something done for me.

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02:41:40.260 --> 02:41:48.720

Ann Macfarlane: The second parameter is how warm, are you, how do you much. Do you care about other people and, by extension, how much do you care about me.

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02:41:49.230 --> 02:41:58.680

Ann Macfarlane: Well, the challenges that to a certain extent, the qualities are in a hydraulic relationship. So, the stronger you appear the colder you appear

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02:41:59.490 --> 02:42:10.020

Ann Macfarlane: And the warmer you appear the weaker you appear so a good chair is able to convey both a good chair conveys will strengths and warmth in this book compelling people

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02:42:10.350 --> 02:42:17.130

Ann Macfarlane: Is really excellent and goes into great detail about how to do it. So how should you control.

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02:42:17.760 --> 02:42:25.620

Ann Macfarlane: So we recommend the crouching tiger method. You see this Sumatran beauty. She's laid out at ease perfectly comfortable on her rock.

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02:42:26.250 --> 02:42:34.740

Ann Macfarlane: But the minute, something happens, she pounces don't wait till halfway through the meeting to try to enforce the rules. You have to do it from the beginning.

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02:42:35.490 --> 02:42:44.010

Ann Macfarlane: And Robert has this wonderful phrase the chair should never get excited the chair should never get excited. So you don't want to have this situation.

1038

02:42:50.220 --> 02:43:01.740

Ann Macfarlane: This is a real life photograph. This is not post so you could be grateful. Whatever your challenges may have been in the city of Bainbridge Island, you haven't had the troubles that Black Diamond had to put up with so

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02:43:03.000 --> 02:43:15.270

Ann Macfarlane: So this is the cheat sheet language tips for meeting management and it gives these different tips, which are all senior reference material. So, any questions on that before we go to our review and conclusion.

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02:43:18.090 --> 02:43:24.540

Ann Macfarlane: Okay, so I want to invite you to keep in touch. You're welcome to subscribe to our free monthly e newsletter.

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02:43:24.990 --> 02:43:33.000

Ann Macfarlane: And we have a blog on our website weekly insight. We're going to do on this coming week on what to do about your elections in the time of pandemic for a nonprofit.

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02:43:33.540 --> 02:43:39.120

Ann Macfarlane: And please feel free to email me anytime I love parliamentary questions. So feel free to contact me.

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02:43:39.780 --> 02:43:44.610

Ann Macfarlane: We have our book mastering council meetings which we've offered to the city at a discounted price.

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02:43:45.090 --> 02:43:57.870

Ann Macfarlane: And we also then have our question, why are we here to inspire you to run effective meetings using for fundamental guidelines. So what do you think, do you feel inspired. Do you feel like we've covered some useful topics.

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02:43:59.520 --> 02:44:00.540

Ann Macfarlane: Good, good.

1046

02:44:02.370 --> 02:44:11.490

Ann Macfarlane: I said you could list for fundamental guidelines, make a point of order when guidelines are broken label five inappropriate remarks and make motions and amendments.

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02:44:11.880 --> 02:44:17.520

Ann Macfarlane: So these are the four fundamental guidelines, the chair is the servant of the group and the group is the final authority.

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02:44:18.060 --> 02:44:26.430

Ann Macfarlane: All members have equal rights, privileges and obligations to ensure this, no one may speak a second time to everyone who wishes to do so has spoken once

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02:44:26.820 --> 02:44:40.200

Ann Macfarlane: courtesy and respect are required in one thing at a time. So we're not going to do the pole. But here's a paper that has them the four fundamental guidelines and we also have are just a reminder about point of order.

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02:44:42.240 --> 02:44:42.900

Ann Macfarlane: Will go on.

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02:44:44.370 --> 02:44:48.810

Ann Macfarlane: Just gonna hammer on this until you're sick and tired of it. Plaintiff border.

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02:44:49.920 --> 02:44:53.610

Ann Macfarlane: State your point that comment breaks the rules of decorum.

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02:44:55.200 --> 02:44:58.380

Ann Macfarlane: The point is well taken members may not use this term.

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02:45:01.530 --> 02:45:04.170

Ann Macfarlane: So that's all you have to get for a point of order.

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02:45:07.320 --> 02:45:13.890

Ann Macfarlane: And these are the five inappropriate remarks. So I'm going to mention a specific one
rush on that you mentioned.

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02:45:14.790 --> 02:45:25.770

Ann Macfarlane: About impugning and other Members motives. So that's not included in this list. And
the reason is that there was a decision in a federal circuit, not our own that to

1057

02:45:26.250 --> 02:45:31.290

Ann Macfarlane: Include that rule was too great a restriction on council members. First Amendment
rights.

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02:45:31.710 --> 02:45:37.590

Ann Macfarlane: Now the first rule personal remarks that still applies. So in many cases modus would
fall under that

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02:45:37.920 --> 02:45:43.080

Ann Macfarlane: But we don't any longer, give it as, you know, I'm not an attorney, but I'm trying to give
you the most accurate advice.

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02:45:43.350 --> 02:45:55.530

Ann Macfarlane: So personal remarks about other members of the Council discourteous remarks inflammatory language criticizing past actions of the group and remarks that are not germane or relevant to the discussion.

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02:45:57.870 --> 02:46:09.300

Ann Macfarlane: To make a motion at the right time secretly mission from the chair, state your motion chair. I moved that we issue. Each council member of \$500 bonus in recognition of their service during this pandemic.

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02:46:09.810 --> 02:46:20.490

Ann Macfarlane: And after the motion seconded by another member and stated by the chair explain why you think it's a good idea after another member makes motion. Just call out. Second, you don't need to be recognized.

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02:46:21.600 --> 02:46:27.630

Ann Macfarlane: We had the eight steps to process motion which I hope you're all going to memorize. You'll be way ahead of your colleagues, if you know them.

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02:46:28.680 --> 02:46:40.950

Ann Macfarlane: Amending motion during discussion on motion seek recognition once recognized, state your proposed amendment. Sure. I moved to in the motion by striking out the number of \$500 and inserting the number \$5,000

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02:46:41.460 --> 02:46:49.110

Ann Macfarlane: And once another member seconds, the amendment explain why it's a good idea, of course, the city manager or the lawyer might have something to say about that. But anyway, there you are.

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02:46:49.830 --> 02:47:03.300

Ann Macfarlane: So remember, the amendment is voted on first and once the amendment is resolved discussion may continue on the main motion further amendments may be made. And finally, the vote will be taken on the main motion as amended.

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02:47:04.200 --> 02:47:14.580

Ann Macfarlane: So we have this paper essential guidelines for city council's and we also have this which i think i sent to you, Christine, did I send this to you the citizens guide or not.

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02:47:15.330 --> 02:47:23.340

Ann Macfarlane: Okay, so this is not drastic parliament. This is a group of parliamentarians who prepared as a pro bono product. It's just 10 pages.

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02:47:23.670 --> 02:47:38.340

Ann Macfarlane: But I'm pretty pleased with it. And I think it is a good explanation. In summary of how all these rules apply to you on your counsel and you're free to share it and distributed with others, as long as you leave it unchanged and don't use it for commercial purposes.

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02:47:39.360 --> 02:47:47.160

Ann Macfarlane: So a few closing thoughts before any last questions you may have a Richard Rohr said win lose is the only game. Most of us understand

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02:47:47.700 --> 02:47:53.910

Ann Macfarlane: We have a constant unspoken need for domination and actually find no enjoyment in, win, win situations.

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02:47:54.870 --> 02:48:04.440

Ann Macfarlane: Now I'm sure that's not true of you I'm sure that you all are at a higher spiritual plane but as for me if I'm in a fight. I want to win it.

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02:48:04.860 --> 02:48:10.830

Ann Macfarlane: And the thing to remember, obviously, is it council meetings are not a fight and cannot be allowed to become one.

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02:48:11.370 --> 02:48:24.270

Ann Macfarlane: And if you start to feel combative you just might remember this little quote from Richard Rohr another quote I liked from the British author Samuel Johnson, he said. Kindness is within our power liking is not

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02:48:25.530 --> 02:48:32.790

Ann Macfarlane: Kindness is within our power liking is not you can't make yourself like your colleagues and you don't have to like them.

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02:48:33.510 --> 02:48:46.200

Ann Macfarlane: But you do have to treat them with kindness, you must treat your fellow council members with kindness. And the reason is that serving on a local government board is like being in a marriage arranged by the citizens.

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02:48:47.670 --> 02:48:55.920

Ann Macfarlane: You don't have any choice about your colleagues and so you must be kind. So my final thought for you is that rules are proxies.

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02:48:56.640 --> 02:49:09.150

Ann Macfarlane: What do I mean by that, if we had an ideal platonic universe. People would be allowed to vote when they had demonstrated that they were mature well educated thinkers who understood the public issues of the day.

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02:49:10.140 --> 02:49:16.350

Ann Macfarlane: We don't have any way of measuring that so instead we say people can vote when they're 18

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02:49:17.400 --> 02:49:27.060

Ann Macfarlane: The rule, people can vote when they're 18 is a proxy for the value of maturity, it stands in for maturity, but it's not the same thing.

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02:49:27.510 --> 02:49:39.600

Ann Macfarlane: So it's important to remember that rules are necessary but limited, they're always based on the past. They're always approximate. You always want to look to the value that underlies the rule.

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02:49:40.260 --> 02:49:50.280

Ann Macfarlane: And the key value in Robert in my view is respect the key value is respect. So I have to ask you to treat your colleagues, with respect, always

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02:49:51.390 --> 02:50:00.900

Ann Macfarlane: And if you don't respect them, which has happened. People have said that to me then, my suggestion is act as if you did act as if you did, it's the only solution.

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02:50:01.950 --> 02:50:10.410

Ann Macfarlane: So that is our formal presentation. That's the end. And we still have a few minutes left. If any of you have any comments or questions you'd like to share

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02:50:15.810 --> 02:50:16.260

Ann Macfarlane: Joe

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02:50:16.680 --> 02:50:28.710

Joe Deets: Well just generic I this is wonderful to me. I've learned. I've been scribbling notes. So I guess I really like the idea of a some cheat sheet so

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02:50:29.310 --> 02:50:32.880

Joe Deets: It seems like if you had some recommendations of particular things that

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02:50:33.840 --> 02:50:47.880

Joe Deets: Because when you're in a meeting, it's live, and it's, it's, it's, I, I kind of hate to be filling. Where did I put that kind of thing. So anything that we could readily. You know, the cheat, cheat sheets that you think would be most appropriate for us.

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02:50:49.230 --> 02:50:53.250

Joe Deets: And get them tattooed or laminated or anything would be really helpful.

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02:50:53.880 --> 02:50:57.780

Ann Macfarlane: Well thank you Joe. And that's, that's easy to do. We have this laminated chichi

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02:50:58.110 --> 02:51:06.120

Ann Macfarlane: available on our website. One of my colleagues calls it my placemat, he said, and I've got your placement for our council. So that's available. And then you have

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02:51:06.510 --> 02:51:14.640

Ann Macfarlane: In the packet that language tips for meeting management is the first thing. So you could print that out on cardboard and get it laminated and and

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02:51:16.260 --> 02:51:23.610

Ann Macfarlane: We have other cheat sheets to we have a cheat sheet about the duties of the chair and so on. So let's see who else has got a hand up, Leslie.

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02:51:26.100 --> 02:51:35.100

Leslie Schneider: And I think this is maybe for my colleagues. So one of the things that and brought up that I'm taking really seriously and I know I've not been good at is

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02:51:36.030 --> 02:51:41.760

Leslie Schneider: Actually, I didn't even know that I was supposed to do it, which is to repeat the motion as the chair.

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02:51:42.240 --> 02:51:49.680

Leslie Schneider: And and making sure that it happens that at those right moments so I feel really strongly that that's important, but I'm going to need some help with that.

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02:51:50.610 --> 02:52:00.420

Leslie Schneider: So I think it's going to really be a change in the way we do things to give me time to write it out or to make you know to

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02:52:01.320 --> 02:52:09.810

Leslie Schneider: Make it a suggestion that I don't know if if Christine or clerk is able to write it out and present it so that everybody can read it and see it.

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02:52:10.350 --> 02:52:17.640

Leslie Schneider: I don't know what's going to help. It's going to slow us down. But I think it's really, really important. And I just wanted you to know. I'm going to need some help. Following that

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02:52:18.900 --> 02:52:26.250

Ann Macfarlane: Well, that sounds great. And then you can talk with Christina and the Council members and see what message you want to use. Joe, I see you have your hand up.

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02:52:32.460 --> 02:52:33.390

Rasham Nassar: You're on mute, yo.

1102

02:52:35.550 --> 02:52:40.500

Joe Levan: Sorry about that. So it's a fall from what customer DEET said you've said several times.

1103

02:52:41.430 --> 02:52:51.000

Joe Levan: Your course you have credible knowledge about Robert's Rules be also said that that rebels rules doesn't make sense in a particular circumstance. And I've seen it done different ways at different cities.

1104

02:52:51.450 --> 02:52:54.930

Joe Levan: And I just wonder, because as you know we've got, like, like, like a lot of cities, there's

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02:52:55.410 --> 02:53:01.620

Joe Levan: We have our rules. We have a governance manual, which has certain provisions that specify certain types of actions.

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02:53:02.070 --> 02:53:07.710

Joe Levan: And then Robert's Rules is referenced in there. I wonder if with all your experience over the years in the cities, you've worked with

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02:53:08.130 --> 02:53:13.530

Joe Levan: Is there a particular example or examples from certain cities that have a governance manual that is

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02:53:14.040 --> 02:53:18.870

Joe Levan: Because Robert's Rules of solo extensive that is just much more of a shortened version of that that

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02:53:19.260 --> 02:53:30.390

Joe Levan: That reflects some of the things you were talking about that are a better way to do things that are different. The Robert's Rules, but, or, or just you know something, it's more usable than a 700 page Robert's Rules.

1110

02:53:31.620 --> 02:53:36.330

Ann Macfarlane: So I'm not familiar with that I am I am very impressed with the

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02:53:37.440 --> 02:53:39.750

Ann Macfarlane: Council rules for the city of Port orchard.

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02:53:40.830 --> 02:53:46.230

Ann Macfarlane: They are just excellent and they've given me permission to take them and modify them.

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02:53:46.800 --> 02:53:53.760

Ann Macfarlane: So that's a project that I have in mind to kind of put in there. The things where I think doing something different from Robert makes sense.

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02:53:54.030 --> 02:54:00.360

Ann Macfarlane: So Joel floor was the chief author there, and I certainly would suggest that you get a copy and take a look.

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02:54:00.780 --> 02:54:10.350

Ann Macfarlane: And then I may have something as well. But it may take me a while, you know, I keep coming up with new ideas of things that I think would be helpful. And then I get this long list of stuff to write

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02:54:10.950 --> 02:54:21.240

Ann Macfarlane: There is nothing I know of, like that. Exactly. But I think it's great. I do always keep my eye open for people who prepare a shortened version of Robert or, you know, Robertson now that now the

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02:54:23.670 --> 02:54:30.660

Ann Macfarlane: Robert's Rules. People have published this one Robert's Rules in brief, and it is a good book and you can read it in an evening.

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02:54:30.990 --> 02:54:35.520

Ann Macfarlane: But it still doesn't make the adaptations for municipalities that I think are necessary.

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02:54:35.970 --> 02:54:42.540

Ann Macfarlane: So you know if I'm, if I have the stamina and I keep up this work for a few years. It might be something that we could do.

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02:54:42.930 --> 02:54:55.020

Ann Macfarlane: And then, of course, in our book mastering council meetings we do specifically address a lot of city things, but that was written and published in 2013 and I could write a lot more now. So thank you for your question.

1121

02:54:56.310 --> 02:54:56.850

Ann Macfarlane: Rochelle.

1122

02:54:57.660 --> 02:55:06.240

Rasham Nassar: Yes, I just want to thank you and this has been really amazing really educational very insightful. I know I've learned a lot and

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02:55:06.600 --> 02:55:10.470

Rasham Nassar: I only regret that we haven't done this sooner. I think it's incredibly valuable.

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02:55:11.040 --> 02:55:14.580

Rasham Nassar: For everyone to be on the same page as the rules to understand the rules because

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02:55:14.850 --> 02:55:23.400

Rasham Nassar: The truth is, is that our council has, in some ways, adopted these rules, but I don't know, and personally for me. I know that I have not been familiar with all of them, as you've explained them here today.

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02:55:23.760 --> 02:55:35.400

Rasham Nassar: And I'm grateful that this is being recorded so that we can encourage new Council members coming on to watch this discussion and to learn because every everyone benefits when everyone knows the rules.

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02:55:36.870 --> 02:55:43.410

Rasham Nassar: Next I want to turn to my colleagues and just say that I really hope that we land on an agenda soon. A follow up of this discussion.

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02:55:43.740 --> 02:55:50.460

Rasham Nassar: So that and picking up from the city attorney's comments that we can reflect upon what our governance, the rules that are inherent in our governance manual

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02:55:50.850 --> 02:55:59.520

Rasham Nassar: The things that we have learned today and figure out, maybe we model after the city of Port orchards Council rules, but that we make a commitment to

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02:56:00.510 --> 02:56:11.670

Rasham Nassar: renewing our commitment to the rules and having them very clearly and articulately spelled out and written down so that they're available for our reference and also for the reference of the public.

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02:56:12.480 --> 02:56:14.490

Ann Macfarlane: Thank you so much. Michelle That's great to hear.

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02:56:17.430 --> 02:56:20.850

Ann Macfarlane: Anybody else have any other comments or questions, Michael.

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02:56:21.960 --> 02:56:32.820

Michael Pollock: Know, one of the thank you for your taking the time on a Saturday and and all of us actually for taking the time on a Saturday. But I was really struck by

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02:56:34.890 --> 02:56:50.760

Michael Pollock: Your comment that at the end of the day what it really relies on his kindness kindness and respect and and you know we can write down all the girls in the world that it just struck me that that that that one is the one that I'm really taking home.

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02:56:52.170 --> 02:57:02.400

Michael Pollock: And also to recognize that we are a real just a heck of a time at the national level and it's so easy. I think for for

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02:57:02.910 --> 02:57:10.320

Michael Pollock: Us to use those role models have the national level as a role model and sort of channel that behaving so you know

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02:57:10.950 --> 02:57:27.960

Michael Pollock: Hopefully we're at a turning point and national discourse on on a few weeks but but I think that in the context of kindness, understanding that that some sometimes when the role model. You have this, what is it does make it more challenging to

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02:57:29.010 --> 02:57:29.760

Michael Pollock: To exhibit

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02:57:30.840 --> 02:57:44.820

Michael Pollock: Better behavior. And so, so I think we can do our part by maybe working from the bottom up and try to exhibit the behavior that we would like our national leaders to engage

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02:57:46.620 --> 02:57:54.270

Michael Pollock: Just leave it at that. But again, just thank you so much. Your, your delivery on your information, it's just it's priceless.

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02:57:54.960 --> 02:57:59.310

Ann Macfarlane: Well that's great to hear. That's great to hear. And I do want to encourage you all

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02:57:59.940 --> 02:58:06.300

Ann Macfarlane: Not to refer to national level stuff at all during your meetings just don't do it. Just keep it out, you know,

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02:58:06.630 --> 02:58:18.210

Ann Macfarlane: Because as we know people have varying opinions and we are very polarized, right now, and I think it's really important for municipalities to keep themselves focused on their immediate task I take your point.

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02:58:18.690 --> 02:58:25.860

Ann Macfarlane: And I agree that we have a deteriorated situation, you know that what's going on. And what's taken for granted now is making it a lot harder, but

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02:58:26.250 --> 02:58:33.150

Ann Macfarlane: We have to affirm it you know it's that the wonderful quotation from the rabbi torfaen in the second century.

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02:58:33.570 --> 02:58:47.100

Ann Macfarlane: The students said to him, Rabbi, what am I going to do the tourists so long and I have to study it, but my life is so short in the rabbi replied to him. It is not yours to finish this task, but you are not free to desist from it.

1147

02:58:48.420 --> 02:58:57.570

Ann Macfarlane: So I think that's the approach that we can take. We're not going to succeed and all that we undertake for our communities, but we are not free to desist from it. So thank you, Michael.

1148

02:59:00.120 --> 02:59:04.950

Ann Macfarlane: Mann Amir anything else, or shall we adjourn Leslie, I see you have a hand up.

1149

02:59:05.310 --> 02:59:16.140

Leslie Schneider: Well, I also just wanted to take a moment to thank you i just i think that you have really lead by example and we can all sort of take your tone and whatnot.

1150

02:59:16.530 --> 02:59:23.250

Leslie Schneider: And learn from it. So I just want to say this has been really great for me. But I also want to say one more thing, which is that it was

1151

02:59:24.900 --> 02:59:40.110

Leslie Schneider: It was someone who contacted me from the community that said, You know, I think this Council needs this. And then that person went off and did some research and came back and said, I think you should contact and

1152

02:59:42.480 --> 02:59:53.010

Leslie Schneider: I just want you to know that there's some good people out in our community. They're keeping us on track. And I just want to say that this has been a wonderful suggestion. I'm so glad we all follow through.

1153

02:59:53.490 --> 03:00:07.230

Ann Macfarlane: That's great. That's so nice to hear. Thank you so much. Thank you so much. I you know I love what I do. It's just such a joy and I love what you do. I feel like you are really are our role models and thank you so much for your service.

1154

03:00:09.120 --> 03:00:09.690

Ann Macfarlane: Okay.

1155

03:00:10.800 --> 03:00:13.080

Leslie Schneider: Well, if there's no objection.

1156

03:00:14.100 --> 03:00:15.150

We can determine

1157

03:00:16.230 --> 03:00:16.800

Ann Macfarlane: Perfect.

1158

03:00:16.890 --> 03:00:18.270

Ann Macfarlane: Perfect. Bye bye.

1159

03:00:18.780 --> 03:00:19.080

Leslie Schneider: Bye bye.

1160

03:00:19.230 --> 03:00:19.920

Bye everyone.