

WEST WINDSOR SELECTBOARD

Draft Minutes

March 1, 2011

Present: Glenn Seward, Bruce Boedtke, Tom Kenyon, Martha Harrison

- 1) Call to Order - Selectboard Chair Glenn Seward called the meeting to order at approximately 12:30 PM.
- 2) Elect Officers – **Tom made a motion to elect Glenn Seward as Selectboard Chair. Bruce seconded the motion, which passed unanimously. Bruce made a motion to elect Tom Kenyon as Selectboard Vice Chair. Glenn seconded the motion, which passed unanimously. Bruce made a motion to appoint Martha Harrison as Selectboard Clerk. Glenn seconded the motion, which passed unanimously.**
- 3) Adopt Rules of Procedure - **Tom made a motion to adopt Roberts Rules of Order for Small Organizations. Bruce seconded the motion, which passed unanimously.**
- 4) Designate newspaper of record - **Tom made a motion to designate the *Vermont Standard* as West Windsor's paper of record, with the understanding that boards may use other newspapers at their discretion. Glenn seconded the motion, which passed unanimously.**
- 5) Designate regular meeting day and time – **Bruce made a motion to adopt the second Monday at 6:30 PM as the Selectboard's regular meeting day and time. Glenn seconded the motion, which passed unanimously.**
- 6) Appointment of Town Officers – The Selectboard agreed by consensus to table the appointment of Town Officers until their March 7th meeting.
- 7) Other Business that may arise as a result of Town Meeting (if necessary) - None
- 8) Adjourn – The Selectboard adjourned by consensus at approximately 12:35 PM.

Respectfully submitted,

Martha Harrison