



**Residents' Advisory Committee
(RAC)
Monday, April 11, 2022
YouTube recording of meeting: TBD
11:00 AM**

Present: Keisha Dennis, James Pistrang, Nicola Usher, Angela Mills (staff liaison/minutes)

1. Meeting called to order at 11:01am

Sound check to ensure that everyone could be heard. Pistrang read a review of the suspension of certain parts of the Open Meeting Laws as detailed by Governor Baker's order.

2. Approval of minutes from January 14, 2022

Unanimous vote to approve the minutes from January 14, 2022.

3. Review of Past interviews

Pistrang had 25 interviews since last RAC meeting.
Dennis had 8 interviews since last RAC meeting.
Usher estimated that she had 10 interviews since last RAC meeting.

Discussion of the interesting interviews.

4. Review of Upcoming Interviews – 2022 Reappointment Season

Mills asked which members of the RAC would like to be reappointed since all three members' terms end on June 30, 2022:

Usher would like to be reappointed to RAC.
Pistrang would like to be reappointed to RAC.
Dennis would like to term off of RAC.

5. Discuss Pros & Cons of In-Person vs. Zoom Interviews

Discussion of in-person vs. Zoom interviews. What is most convenient?
Governor Baker's order allows municipalities to keep meeting son Zoom through to July 15, 2022.
Keeping it zoom works for people's calendars. All three members of RAC agreed that Zoom was the most convenient way to get through back-to-back interviews.

6. Public Comment – None

7. Other Items Not Anticipated by the Chair 48 Hours Prior to the Meeting

Former Town Council members who submitted Community Activity Forms (CAFs) to serve on a Committee as a resident. What are the Pros and Cons to allowing this to happen?

Discussion points:

- Value institutional knowledge
- First term was the result of being elected to serve
- Could there be an overarching policy – like you take a year off before volunteering to serve on a board/committee/commission again?
- Was the individual not re-elected to Council or did they choose not to run?
- Always want to encourage volunteerism
- There is an advantage to someone who brings previous knowledge
- Need for fresh views means that spot should go to a community member who previously had not been involved

Topics for next meeting:

Script for RAC interviews? Need to re-visit? Currently the members of RAC use the script as a checklist to make sure that we are covering all the topics.

Best practices for boards/committees/commissions? Something that this group wants to tackle?

Come from the Town and not from RAC? Take some time and effort to shape it. A huge piece of it is the personality of the Chair and the participants.

Discussion of timed agendas. Need to start and end when a meeting is supposed to start and end.

Discuss “best practices.” It was mentioned that the role of a Chair is largely time keeping. Tighten things up for boards/committees/commissions.

Ask Chairs to submit their “best practices” for meetings and we (RAC) can compile those.

Time keeping and being respectful – charge or mission should be a reminder read at the beginning of each meeting. Bring people back to the core reason for the meeting. Avoid the meandering conversation threads.

Where do we, members of RAC, take this from here?

Send a missive out to Chairs to ask for input on best practices? Ask everyone for input not just the chairs. Compile it for RAC. Look for overarching themes and move forward from there.

Next mtg – End of May or early June? Agreed upon, Thursday, June 16th at 11:00 AM for next RAC meeting.

8. Adjourned at 11:32 AM.

Link to online agenda: <https://www.amherstma.gov/ArchiveCenter/ViewFile/Item/14465>

Link to Youtube Recording of the RAC meeting: https://www.youtube.com/watch?v=TmeHnd_wJac

Minutes respectfully submitted to J. Pistrang on 06/02/2022 for review.