



Observer Reporting Form

Feature Evaluated	Yes	No	Comments
Meeting started on time?	X		Meeting started promptly at 7:00 on schedule
All members present?	X		
Members attentive?	X		
Did members appear to have done their "homework"?	X		
Were members courteous to each other and the public?	X		
Agenda sent/posted 72 hours before?	X		
Agenda items clearly described what was to be discussed?	X		
Adequate opportunity for public input?	X		
Was there an appearance that some action items were discussed in closed rather than open session?		X	An email was set out by Duane Grieves before the meeting recommending that a postponement of agenda item 10.a be made. Charles Swanson, the city attorney, cautioned the group that sending emails in advance and responses could potentially be interpreted as a violation of the open meeting act. Mr. Graves pointed out that the intent of the email was to notify members that the agenda item was being postponed so that people involved in the discussion would know the item was cancelled in advance.
Was background information available to the public?			Not Sure
Facilities adequate? (room size, lighting, ventilation, speakers audible, accessible to handicapped)	X		

Were any issues on the agenda relevant to LWV positions or programs? **NO**

Do you recommend League action on any of these issues? **N/A**

Other Concerns: **None. The meeting ran efficiently.**

Observer: Randy Kurth Meeting: City Council Date: February 23, 2010

Please submit completed forms to Observer Corps Committee Chair