

# **Oakridge Administrative Committee**

**Thursday, January 7, 2019 | 5:00 - 6:00 PM**

City Hall Conference Room

48318 E 1st St, Oakridge, OR 97463

## **Present:**

Bryan Cutchen/ City Administrator

Trisha Maxfield, Councilor / Chair

Dawn Kinyon, Citizen Member

Trudy Hammond, Citizen Member

Amy Kelley, Citizen Member

Loren Hogue, Citizen Member

## **1. Check-in**

All members present.

## **2. Old Business**

**2.1 Review Minutes:** Members reviewed previous meeting minutes. No revisions were given.

**2.2 Review Running Tasks List:** The group briefly reviewed items on the running tasks list.

**2.3 Review Committee Resolutions:** Discussion of a councilor retaining their seat on a committee as a citizen, and committee feedback from a possible committee representative. Committee discussion to include staff exofficio clarification and allocation among committees. Defining staff members per committee and committees per individual in limitations, and conflicts, were topics discussed. Discussed adding a general statement clause regarding not falsely representing City of Oakridge into resolutions. The committee did not come to a conclusion.

## **3. New business:**

**3.1 Discuss Dual-hat Committee Members:** The committee did not get to this agenda item.

## **4. Next Steps**

Consensus of Administrative committee to welcome a representative from each committee to give feedback on their committee's updated resolution. Joint meeting either in writing or personal attendance on February 11, 2020 5:00 pm to 7:00 pm.

Meeting adjourned at 6:03 PM