

20240402 MEETING SUMMARY

Those present for all or part of the meeting included Josh W, Charlie H, Marcus H, Pam M, Marion M, Bradford H, Jim M, Kaz S, Carole C, Mary Jo L, and Dove H.

Bradford H presented and briefly described a proposed process he had posted in our Slack channel for progressing along the path drafted by the ad hoc steering committee and approved by the subcommittee at the March 19 meeting. He described his intentions for that format and process, and answered questions. Following clarification and discussion, the team agreed to “test drive” this process on Section One of the charter.

The team spent the next 90 minutes reaching agreement on the intent of, and on each provision to be included in, Section 1, Purpose of the Charter, using the template Bradford offered. The result is posted in the Google drive as “20240402 Completed Section 1 Worksheet” and is now ready to be assigned to a writer team to recommend exact language for this section in a second draft of the charter.

During the discussion and work on Section 1, the team seemed to reach consensus that there are other “loose ends” that will need to be tied up to make a recommended draft charter a complete package. Josh volunteered to create and maintain a document in the Google drive to record these items as they arise so they can be addressed and resolved after the draft is agreed to. The title of that document is “20240402 Charter: “Parking Lot” Items”.

Charlie H proposed a somewhat different process to develop agreement on the intent and provisions for Section 3, Composition of the Conference. This process may be better suited for our work on the sections that are much more complicated and potentially difficult to achieve consensus. The team will receive further information about the proposed process from Charlie at a future meeting before deciding whether to take it for a test drive.

Meanwhile, Bradford’s process can be initiated for Section 2, Purpose of the Conference at the next meeting. Discussion: is this an acceptable process going forward? The team did not discuss and make a decision as to whether to follow the same process for Section 2, so that discussion may need to occur at the beginning of the April 16 subcommittee meeting.

Aside from the process to be used, the consensus of the team seemed to approve the recommendation from the steering committee that individual members of the subcommittee take the lead and facilitate the subcommittee’s work on other sections. Current volunteers are:

Bradford H for Section 1, Purpose of the Charter

Bradford H for Section 2, Purpose of the Conference

Charlie H for Section 3, Composition of the Conference
Kaz for Section X, Amendment of the Charter

Please let me know if this summary needs corrections or additions.

Bradford H

These minutes were approved at the 16 April 2024 meeting of this subcommittee.