



Old Colony Planning Council Bylaws Committee Meeting
January 18, 2024 at 1:00 PM
Via ZOOM Conferencing or In Person

Video: <https://zoom.us/join>
Meeting ID: 836 3976 6126
Passcode: 138382

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MINUTES

1. Meeting was **called to order** by chairman, Lee Hartmann, at 1:03pm
2. **Accessibility Statement** was read
3. **Roll Call:** Lee Hartmann, Steven Santeusanio, Becky Coletta, Christine Joy, Jonathan Selig
 - a. OCPC Staff: Mary Waldron, Brenda Robinson, Megan Fournier, Elise Prince
4. **January 10, 2024 minutes:** *unanimous approval*
5. **Review of Bylaws for any potential amendments:** A few years ago the bylaws were amended to include extended **terms for executive positions** and staggered years to ensure continuity.
 - o It has been a bit more of a challenge to keep council members engaged and interested in stepping up in leadership roles. With this, it is recommended to discuss changing the terms to 1 year each.
 - Through further discussion with committee members, it was determined that we would keep the bylaws the same with hopes of increased interest as the continuity piece is very important in the organization.
 - Plans to review in a year.
 - Mary also discussed holding a Council Retreat sometime in March (potentially) to help members understand OCPC on a deeper level and what their contribution to the organization is vs. the staff.
 - a. **State Retirement Board Contribution:**
 - i. Mary was on an RPA meeting yesterday (1/17) which focused on RPA contributions to the retirement board vs. staff. Currently RPA's do not contribute though there is new legislation trying to pass where RPA's will have to contribute.
 - ii. Some RPA's have the capacity to do so (including OCPC), others do not
 - iii. If legislation goes through, will also need to backpay.
 - iv. Brenda created projections of different percentages and determined we could do a maximum of 1% contributions which equates to roughly \$18k/year
 - v. After the RPA meeting, it was determined there was more time to discuss with Council to receive feedback prior. Mary will have a more comprehensive review at the Council meeting at the end of the month.
 - vi. No action required at this time.

b. OPEB Trust:

- i. It was brought up that the current bylaws do not reference the trust clearly.
- ii. It is a separate declaration but does say OCPC Council members and officer are to be appointed
- iii. Was decided to add in to the bylaws as an "M" line to reference the document to assist with continuity and not have to remember to update 2 different documents.
- iv. "Shall appoint as dictated"
- v. Unanimous Approval

c. Fiscal Policies:

- i. This will officially be taken up at the Finance-Audit committee meeting at the end of the month
- ii. OCPC is currently surveying other RPAs as well as doing internal review
- iii. It has been determined that the policies will be separate from the procedures.
- iv. No action needed

d. DEI Subcommittee:

- i. During the last meeting in 2023, it was discussed to fully develop the subcommittee but due to a number of circumstances this has not yet been done.
- ii. This will not be added to the Bylaws as of now.
- iii. To be considered an advisory committee

6. Meeting adjourned at 1:36pm. *Unanimous Approval*