



AGENDA OF THE SUSTAINABILITY COMMISSION

**THURSDAY, SEPTEMBER 27, 2018, 5:00 PM
CITY HALL, ROOM 310**

A. Roll Call.

Commissioners: Ned Dorff, Essie Fels, Seth Hoffmeister, Debora Hutchison, Chase Hyland, Julia Noordyk, Stephanie Ortiz, Alder Randy Scannell, Mark Walter

B. Approval of the Agenda.

1. Approval of the September 27, 2018 agenda.

C. Approval of Minutes.

D. Informational.

1. Introductions.
2. Presentation on Robert's Rules of Order and Civic Clerk Basics.

E. Regular Business.

1. Discussion with possible action to set a regular meeting schedule for 2018-19.
2. Discussion with possible action on the goals of the commission.
 - a. Issues to consider are: internal policy changes or initiatives for the city as an institution; internal benchmarks for the city as an institution; external policy changes or initiatives for the city as a community; external benchmarks for the city as a community; and creating a vision and long-term goals for the Sustainability Commission.
3. Discussion with possible action on the election of a commission chair.
4. Discussion with possible action on the election of a commission vice chair.

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Sustainability Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Sustainability Commission
of the City of Green Bay

MEETING DATE

September 27, 2018

PREPARED BY

AGENDA ITEM # D.2.

Presentation on Robert's Rules of Order and Civic Clerk Basics.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2018-09-24 Roberts Rules Cheat Sheet

BASIC INFORMATION ON MOTIONS

RANKING MOTIONS



These motions are listed in order of rank. When any one of these motions is pending, those above are in order and those below are not in order.

Privileged Motions:	Require second?	Can debate?	Can be amended?	Vote required.
13. Fix the Time to Which to Adjourn	yes	no	yes	majority
12. Adjourn	yes	no	no	majority
11. Recess	yes	no	yes	majority
10. Raise a Question of Privilege	no	no	no	chair
9. Call for the Orders of the Day	no	no	no	chair

Subsidiary Motions:

8. Lay on the Table	yes	no	no	majority
7. Previous Question	yes	no	no	2/3
6. Limit or Extend Limits of Debate	yes	no	yes	2/3
5. Postpone to a Certain Time	yes	yes	yes	majority
4. Commit or Refer	yes	yes	yes	majority
3. Amend	yes	yes	yes	majority
2. Postpone Indefinitely	yes	yes	no	majority
1. Main Motion	yes	yes	yes	majority

BASIC INFORMATION ON MOTIONS

NON-RANKING MOTIONS



Incidental Motions:	Require second?	Can debate?	Can be amended?	Vote required.
Appeal	yes	yes*	no	majority
Close Nominations	yes	no	yes	2/3
Consider by Par. or Seriatim	yes	no	yes	majority
Division of the Assembly	no	no	no	no
Division of a Question	yes	no	yes	majority
Objection to Consideration of Question	no	no	no	2/3
Point of Order	no	no	no	chair
Reopen Nominations	yes	no	yes	majority
Suspend the Rules	yes	no	no	2/3
Requests & Parliamentary Inquiries	no	no	no	chair

Motions bringing a question before assembly again:

Reconsider	yes	yes	no	majority
Rescind	yes	yes	yes	majority
Amend Something Previously Adopted	yes	yes	yes	majority
Take from the Table	yes	no	no	majority

* May be discussed but each member may only speak once.

Source: Robert's Rules of Order, Newly Revised 11th Edition
Compliments of the Wisconsin Counties Association, www.wicounties.org