

Portland Clean Energy Fund, By-Laws Subcommittee

Meeting #1 Meeting Minutes

Date/Time: February 6, 2020, 8:30-10AM

Location: Conference Room 7E, 7th Floor, 1900 SW 4th Ave., Portland, OR 97215

Committee Members Present: Andrea Hamberg, Michael Edden Hill

PCEF Staff Present: Sam Baraso, Jaimes Valdez

Members of the public: None

Meeting Decisions/Action Items:

- Committee members agreed to two more meetings of the By-Laws subcommittee in order to develop recommendations for the PCEF Committee.
 - Meeting #2: February 20, 8:30-10am
 - Meeting #3: March 12, 8:30-10am

Meeting Minutes:

- Meeting commenced with introductions and discussion on the purpose of the subcommittees convening.
- Subcommittee members and staff reviewed the City of Portland's Advisory Body By-Laws Template, discussing each decision point briefly.
- Subcommittee members came to initial agreement around:
 - A minimum of 10 meetings per year
 - Acknowledged that the Committee had already agreed on decision making process.
- Subcommittee members raised questions regarding several decision points and staff agreed to bring back options for the subcommittee's review during the next meeting.
- Meeting adjourned at 9:55am.