

## OWANA Special Steering Committee Meeting

Linda called to order a special meeting of the SC on March 1 at 6:00PM at the home of Steve Colburn, 615 West Lynn. In attendance: Linda MacNeilage, Steve Colburn, Gene Waugh, Saralyn Stewart, Paula Gruber, Sarah Uribe, Chris Schorre, Robin Carter, and Red Wassenich (Parliamentarian)

Recording notes: Chris Schorre, schorre@sbcgloal.net

1. Linda called the meeting to order. She suggested that we make a donation of \$100. from General Funds to Hospice of Austin in thanks to Ed Jordan for his efforts on the calendar.

Motion made by Linda and approved unanimously by the SC.

2. Steve suggested that we address new business membership rates. Handouts passed out include: proposed biz letter, biz application, biz rates, and general member handout with rates. Saralyn explained the goals of the new business membership plan, and reviewed the proposed membership levels which include the Standard, Bronze, Silver and Gold levels. Steve made a point of order to suggest that we possibly present this to the General Membership. According to the bylaws dues for each class of membership shall be set by the SC. Saralyn asked for approval on the rates. Steve made a motion that the SC approves the new biz rates as proposed, increase the newsletter distribution to 400 copies, and give the membership committee approval to purchase new Lucite stands to display them.

Motion made by Steve approved unanimously by the SC.

3. Steve suggested that we address the role of the parliamentarian. Discussion followed about the duties, and whom the position serves. Steve was of the opinion that the parliamentarian serves the Chair. There was discussion of his role including being consultant in a more broadly defined way.

4. Bylaws: Red W. read from Article 13 of the bylaws regarding the role of the bylaws in relation to the actions of the SC and subcommittees. Sarah suggested that a special committee appointed by the SC be formed to see whether the bylaws are up to date and in keeping with the needs of the OWANA general membership.

Motion passed unanimously. Saralyn expressed interest in being on the committee. Red suggested that a bylaws committee be announced to at the general membership meeting on March 2.

5. Linda initiated discussion about the function of committees, and the issue of the SC appointing chairs of special committees. Steve spoke about his view of why this is an issue. He talked about the issue of the letter that was sent by SWCA to a member of the Historic committee. He talked about the fact that the existence of the letter was brought

to his attention as a result of Margaret Brush and Barbara Stroud bringing it up to Linda at the start of the February SC meeting. He said that he had a meeting with Margaret, Barbara, Linda and Red. In that meeting it was determined that he and Red would first research the appropriate action according to our Bylaws and Roberts Rules. This research led them to an informal investigation about the letter. They found that SWCA in a phone call prior to the December General Membership meeting told our representative that they would in fact serve the contract if it were agreed to by OWANA in a way that would let them do a good job. a decision about whether or not disciplinary action was called for. He and Red spent nearly 3 and 1/2 weeks researching the process and investigating the situation. They determined that while the combination of not giving the results of the letter and the phone call were not good, they did not meet the level of importance necessary for any formal disciplinary measures, particularly since the person had already apologized and had said that she would forward all future information. Following this, he and Red met with Margaret, Barbara, Robin and Linda to discuss their findings and talk about their conclusion and recommendation. Margaret expressed her opinion that the issue needed to be brought to the attention of the General Membership. Steve and Red discussed their conclusions and recommendations with the SC At the end of the discussion, Linda made a motion regarding the SC's conclusion concerning whether or not the informal investigation made by Steve and Red was adequate. A motion was made to support the informal investigation by Red and Steve as adequate regarding the allegation of impropriety on the part of two Steering Committee members.. The motion passed unanimously. Sarah then made a motion that the SC members make a full support of confidence in the members whose actions had been investigated. That motion also passed unanimously. Red mentioned that he had information that there were plans to have members distribute a copy of the SWCA letter outside the meeting, along with a handout about concerns and questions.

6. Special committees were discussed and recommended by the SC. Steve made a recommendation that subcommittees need to be more formally organized and structured in order to comply with our Bylaws and Roberts Rules., with each one identifying their members and mission to the SC. The SC recommended that a call for volunteers be made at the General Membership meeting, but that more details about the roles and missions and responsibilities and authorities of Special committees, and particularly of the Chairs of be discussed at a future SC meeting. Linda reaffirmed that the SC will appoint all Chairs to Special Committees. Special Committees discussed included:

- a. Membership
- b. Zoning and Land Use
- c. Parks and Green Space
- d. Transportation and Public Safety
- e. Neighborhood Plan
- f. Fundraising
- g. Historic
- h. Bylaws Review
- i. 501 C.3

7. Steve and Linda discussed the issue of the agenda for the Gen Membership mtg. in light of the information from Red about the circulation of the SWCA letter. The SC agreed that the agenda should be followed as presented in the newsletter, and that the issue of the results of Steve and Red's investigation be discussed under New Business.

Linda called to adjourn the meeting at 8:22PM.

Email In Response to Minutes; Attached to Minutes by SC Decision at 5/3/04 SC Meeting.

From: Billy Pope [bpope@austin.rr.com]  
To: "OWANA SC" <owana78703sc@yahoogroups.com>  
Sent: Sunday, May 02, 2004 10:18 PM  
Subject: Re: [owana78703sc] More minutes

Please correct the minutes to eliminate any reference to the word "investigation" in regard to look that the SC took in regard to the withholding of information from the GM in regard to the letter addressed to the GM of OWANA and not shared.

Investigation implies an objective evaluation of circumstances and as I have asserted in previous emails and conversations with the chair/cochair you can not call what was conducted an investigation when all members of the historic preservation committee were not consulted.

You can call it what ever you want but do not call it an investigation unless you had contacted the committee members that shared a different opinion or assessment of the situation than those that were consulted .  
margaret