

# Meeting Minutes: Council Planning Committee

Date: Wednesday, August 21, 2024  
Location: 1600 University Avenue W., Suite 20 Saint Paul, MN 55104  
And Zoomgov.

## Attendance

### Committee Members

| Council Member | Attendance |
| --- | --- |
| Nichole Villavicencio | Present, in-person |
| Andrew Christensen | Present, via Zooomgov |
| Myrna Peterson | Present, via Zooomgov |
| Quinn Nystrom | Present, via Zooomgov |

### Staff

* Shannon Hartwig, In person
* David Fenley, In person

Meeting called to order at 10:04 am

## Approval of Minutes and Agenda

**Action:** Myrna Peterson motioned for approval of the approval of the agenda for the August 21, 2024, meeting, Quinn Nystrom seconded the motion. All in favor. Roll call vote 4/4 members present.

**Action:** A motion was made by Myrna Peterson approve the May 15, 2024, minutes. Quinn Nystrom seconded the motion. All in favor. Roll call vote 3 /4 members present approve, 1 abstain.

## Council Business Items

### Discussion on In-person and Hybrid Full Council Meeting

The group discussed ideas on regional meetings. Myrna brought forth the discussion on meeting in the Grand Rapids area in June of 2025. Nikki and David Fenley will reach out to the Executive Director for more information on planning. Quinn Nystrom brought forth the discussion on the work the council and staff did in June at the Staff and council retreat. She will reach out to the Executive Director about follow up or next steps.

## Plan Full Council Meeting – Build Agenda for June 18, Full Council Meeting

The group discussed the length of time needed for the October full council meeting and it will be set at the regular 2 hours on Zoomgov, with one member present in person to meet the open meeting law requitements. The agenda will be built at the September council planning meeting.

## Action Steps/Follow Up

Quinn will check in with the Executive Director on the strategic planning – staff and council retreat work from June. Nikki and David F will reach out to the Executive Director on regional council meeting planning.

Meeting adjourned 11:40 am

Submitted By: Shannon Hartwig