



Cascade Charter Township

5920 Tahoe Dr. SE, Grand Rapids, MI 49546

Date: June 21, 2021
To: Clerk Susan Slater (Chair)
Trustee Jim Koessel (Vice-Chair)
Trustee Timmy Noordhoek
From: Ben Swayze, Township Manager
Subject: Governance Committee Meeting Agenda – June 23, 2021 (9:00am)

The Governance Committee is to meet in the Front Conference Room of Township Hall, or via remote conferencing software Zoom if requested, to discuss the following:

1. **Minutes of the 4.13.21 and 4.28.21 Meeting** – The Committee is responsible for approving the minutes of the previous meeting.

Recommended Action – Approve the minutes

2. **Township Virtual Meeting Participation Policy** – The Kent County Board of Commission has indicated they will not be extending the local state of emergency past the current end of June expiration date. Therefore, the Township ability to hold official virtual or hybrid meetings (where members of the Board or Commission can attend virtually will cease). However, the Township will still have the ability to stream meetings to the public and/or allow virtual interaction from the public as well. Asst. Manager Fast and I would like to have a conversation about what this policy could include and what some of the challenges have been running the hybrid virtual meetings

Recommended Action – No action, staff direction only

3. **Township Board Rules of Procedure** – Continue discussion on developing the Township Board Rules of Procedure document. Highlighted areas are ones that have been identified as areas that need further discussion and/or development.

Recommended Action – No action, staff direction only