

**Keystone Charter Commission**  
**Charter Commission Meeting Minutes**  
**1:30-3:30 PM, Monday April 17, 2023**

I. Call the Meeting to Order:

The Meeting was call to order at 1: 30 PM by Vice Chair Dan Sullivan.

Commission Member in attendance:

Ken Riley – Chair (via Zoom)

Dan Sullivan – Vice Chair

Gretchen Davis

Tim Huiting

Sarah Keel

Julie Metzger

William Schorling (via Zoom)

Erich Schwartz

Commission Attorney from Widner Juran LLP

Jennifer Madsen

II. Topics Discussed

A. *Roll Call of the Charter Commission members:*

Quorum was met.

B. *Approval of Minutes*

The minutes of the April 11, 2023 meeting were approved with the following correction:

Change – Attorney Name to Jennifer Madsen

Change - Legal Firm Name to Widner Juran LLP

Change – Sentence to The Meeting was called to order

C. *The following printed references were distributed via email prior to the meeting for review:*

- Proposed Agenda
- Minutes of the April 11, 2023, meeting
- Revised Rules of Procedure (marked up and clean copies)
- Charter Commission Memorandum re Articles for discussion
- Proposed Article VII, VIII & IXC

- Conflict of Interest information

*D. Discussion on Revised Rules of Procedure*

Reviewed the changes in the Rules of Procedure.

*There was a motion and a second to approve the Rules of Procedure as presented in the meeting documents.*

*The Motion was approved.*

*E. Information: Colorado law on Conflicts of Interest*

- Reviewed the Handout on Colorado Law on Conflict of Interest by Jennifer.
- Jennifer led an operational discussion of this topic
- The Gift Provision was also covered. Commission members cannot receive anything of value which exceeds \$75.

*F. Discussion of Draft Articles*

- Article VII – Legislative Actions

Reviewed the wording and considerations from the draft charter.

Clarified the meaning and intent in several Sections.

Made recommendations for specific wording changes in this Article.

Gave tentative approval of wording which will have a final review and approval later.

- Article IX – Judiciary & Legal

Reviewed the wording and considerations from the draft charter.

Clarified the meaning and intent in several Sections.

Made recommendations for specific wording changes in this Article.

Gave tentative approval of wording which will have a final review and approval later.

*G. Next Meeting Date*

The next meeting of the Charter Commission is scheduled for April 24, 2023, 1:30 – 3:30 PM.

*There was a motion and a second to allow attendance via internet for Commission Members and guests. Members will have full participation and guests will be muted.*

*The motion carried.*

*H. Other Business*

Communications – Julie Metzger volunteered to work on the communication that

is received through the Commission email. Julie and Tim will coordinate the information that is posted on the website for information.

III. Executive Session

The meeting was adjourned to Executive Session at 3:15 PM. The session lasted 1 hour and 6 minutes.

Executive Session was adjourned at 4:21 and the meeting was reconvened at that time.

IV. Adjournment

There being no further business, the meeting was adjourned at 4:22 PM.

Respectfully submitted by

Gretchen Davis for Valeria Thisted, Secretary