**TOWN OF HARWICH**

**By-Laws/Charter Review Committee**

**MEETING MINUTES**

**Town Hall Library**

**Tuesday, July 12, 2018 @ 6:30 pm**

In attendance: Committee Members Sandra Hall, Anita Doucette, Deborah Sementa and Carol Thayer.

**1.Call to Order**

Vice Chair Sandy Hall called the meeting to order @ 6:30 pm.

**2. Welcome New Member**

Vice Chair Sandy Hall welcomed Carol Thayer as the new member of the Bylaws/Charter Review Committee.

**3. Re-organization**

The following officers were elected by unanimous vote: Sandra Hall, Chair; Carol Thayer, Vice Chair; Deborah Sementa, Recording Clerk.

**4. Approval of Minutes**

Minutes from the February 5, 2018 and April 17, 2018 meetings were tabled.

**5. Reports**

Nothing to Report.

**6. Old Business**

There was continued discussion regarding ex-officio positions and committee terms.

**7. New Business**

The members agreed to review the Charter and suggest revisions that need to be addressed. There was also discussion on the reporting structure of the Finance Director.

The next meeting is scheduled for August 7, 2018 @ 6:30pm.

Meeting adjourned at 7:22pm.

Respectfully submitted,

Deborah A. Sementa

Recording Secretary