

TMMA Executive Committee Meeting
DRAFT Minutes for May 8, 2019
Estabrook Room, Cary Memorial Building

Attendees:	Precinct	Attendees:	Precinct
Ben Moroze*	7 TMMA Chair	Betty Gau*	8
Marc Saint Louis	5 TMMA Vice-Chair	David Kaufman*	3
Brielle Meade	8 TMMA Clerk	Nancy Corcoran-Ronchetti*	5
Vicki Blier	9 TMMA List Moderator	Vinita Verma*	6
Bob Avallone	8 TMMA Webmaster	Yu Wu*	8
Andy Friedlich*	5	Hank Manz*	9
Valerie Overton*	1	Tom Shiple*	9
Matthew Cohen*	2	Sara Bothwell Allen*	6

*denotes Precinct Officers

The Chair Ben Moroze called the meeting to order at 7:35 PM as quorum was confirmed.

- I. Chair's Report—Ben Moroze requested the Committee consider moving the October meeting date to the third Wednesday (October 16) because Yom Kippur falls on the currently-scheduled meeting date (October 9). The date change to October 16 was moved, seconded, and approved unanimously. David Kaufman reminded Ben to check availability of Estabrook hall for the October 16 date and Vicki Blier suggested that Ben also email the TMMA email list the date change so all TM members are informed.
- II. Clerk's Report— Brielle Meade submitted the Draft Minutes for the February 13, 2019 meeting for approval. After two corrections, the minutes were unanimously approved.
- III. Treasurer's Report—Susan McLeish was not in attendance, but Ben Moroze reported that TMMA has a healthy balance in the account. Andy Friedlich noted that TMMA saved money because (1) no buses were needed for the information tour and (2) printing costs for the information booklet were reduced after gathering TM members' preference for electronic or paper materials. The treasurer's report (found on pages 4 and 5 below) was moved, seconded, and unanimously accepted.
- IV. Webmaster Report—Bob Avallone discussed the history of the development process of the TMMA website, including who was involved and the various coding languages and technologies used. The website currently uses a web scripting language called Hypertext Preprocessor (PHP) and Bob has been maintaining the PHP code for several years. The website uses PHP version 5.6. Like all programming languages, PHP evolves over time and PHP 5.6 will become/is already obsolete as a new version is released, and TMMA is charged \$8.71 per month to maintain the obsolete code for the website. Bob presented three options to consider in order to keep the website functioning optimally and/or update the code to current supported standards: (1) ask Harry Forsdick, who previously migrated the website to a wiki format, to help update to PHP 7 or otherwise revise the website code as needed; (2) hire someone else (or get a volunteer) to help update the website to current supported standards; or (3) convert the website back to simple HTML.

Vicki Blier suggested a fourth alternative be considered: that the website be migrated to a simpler template-style content management system, such as Wordpress. She said she believes this will help sustain the website in the future by allowing people not familiar with coding to maintain the website, and that migrating the website could be a good community service

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opportunity for a local high school student. Bob stated he is more comfortable with simple HTML because this is something he can maintain, however if someone else wants to migrate the website to something like Wordpress and take over maintenance, that would be okay. Andy Friedlich suggested that Bob and David Kaufman work together and come back with more information at next month's meeting. Vicki said she would like to discuss making a motion to first examine all the available website options and content management systems for people who are not programmers (e.g., Wordpress, Wix, Weebly, SquareSpace, Drupal) and that it is worth a fresh look at what options are available these days that would be simple for anyone to maintain.

There was additional discussion about the particulars of PHP coding and details of moving and formatting historic content that currently exist on the website. Bob agreed to talk with David Kaufman and to research options for migrating the website.

Bob noted an issue concerning photos for the website. After asking TM members for fresh photos, he received several pictures of the Girl Scouts and the high school awards honorees at Town Meeting. Bob wondered if TMMA needs parental consent to post pictures of minors on the website. Andy Friedlich said that Bob can publish the pictures on the website without consent because it is a public forum and the same images have already been published on LexMedia. A vote was taken and the idea that it would be okay to post the photos without getting additional consent was approved.

Andy Friedlich also asked if the link to the spreadsheet containing TM members' preferences for electronic or paper copies of TM materials can be posted on the website. Brielle Meade agreed to send Bob Avallone the link to post online.

- V. Email List Moderator Report—Vicki Blier had nothing specific to report but is always looking for feedback if anyone has suggestions or comments.
- VI. Role of a TM Member Meeting Proposal—Vicki Blier and Tom Shiple suggested TMMA have a conversation/information session about the perennial question of what a Town Meeting Member is and what they do. There are often questions about whether TM members are representative voters (i.e., they vote their own agenda and it is representative of a typical voter) or whether they should be representing other people with their votes, or if those are even different things. For example, if a TM member gets ten phone calls from constituents expressing one opinion on an article, should he vote the constituents' preference, or should he make his own decision about what is best for Lexington and vote that way? Vicki mentioned that before there was electronic vote recording in TM, there was more time for discussion among TM members about this kind of topic, and it would be nice to provide a forum to continue that type of discussion. Betty Gau said that as a new TM member this would be interesting because she had this exact question during the past TM. She suggested a one-hour moderated conversation may be useful. David Kaufman thought it was an interesting topic but thinks it is clear a TM member is a representative voter, based on the original idea of TM, where every person in town was allowed to vote. Bob Avallone agreed it was confusing, as TM members are elected but are also called voters and are exempt from laws that other elected officials in Town must abide by. Hank Manz mentioned how TM members are not subject to open meeting laws, but committee members are; how does one decide if he is speaking as a TM

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member or as a committee member? He suggested this topic be added to any discussion that is organized.

After more general discussion and agreement that holding some sort of conversation or potluck/informal meeting could be a good idea, Ben Moroze proposed that Vicki Blier, Andy Friedlich, and Betty Gau put together a straw-man proposal and bring it back to the June meeting for discussion.

- VII. Other Business—Andy Friedlich suggested that TMMA may be able to drop dues back to \$10 since there will be reduced printing costs in the future as a result of the effort to gather TM members' preferred format for materials. It was decided that the Executive Committee should wait and see how the budget fluctuates in the next year or two before revisiting this idea.

Andy also suggested that the Executive Committee should approve the Annual TMMA Meeting Minutes at the Executive Committee meeting following the Annual Meeting, instead of having to wait a whole year for the entire TMMA to approve the minutes at the next Annual Meeting. David Kaufman suggested that an email be sent out to the TMMA list with an electronic poll to approve the Annual Meeting minutes instead, and he noted that the TMMA bylaws may need to be amended if the function of approving the Annual Meeting Minutes is assigned to the Executive Committee instead of being approved by all members at the following Annual Meeting.

Andy then suggested that the TMMA bylaws may need to be amended to add a new clause about Precinct Clerk duties regarding recording votes electronically. Tom Shiple pointed out that this is a minor operational detail and it does not necessarily need to be in the bylaws. Valerie Overton stated that in her experience, boards often will wait until a substantive edit to the bylaws is proposed and then add in more minor "tweaks" like this. Vicki Blier proposed that the TMMA Chair keep a running list of minor changes to consider and that the Executive Committee reconsider them when there is a more substantive change to the bylaws proposed.

Sara Bothwell Allen asked if someone could provide an overview of the workload of the Executive Committee throughout the year. Ben Moroze and Andy Friedlich agreed to meet separately and present helpful information about this topic at next month's meeting.

- VIII. Meeting was adjourned at 8:37 PM. Next Meeting will be on June 12, 2019 at 7:30 PM in the Estabrook Room at Cary Memorial Building.

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TMMA				
Treasurer's report				
30-Apr-19				
Cash Balance - beginning (3/8/2019)				\$ 1,546.30
Income				
Dues (detail on next worksheet)		\$ 2,705.00		
Mock Town Meeting Collections - 2019*		120.00		
Total Income			\$ 2,825.00	
Expenses				
Annual Town Meeting				
Printing		\$ 673.40		
Mock Town Meeting-2019				
pencils		217.10		
Administrative				
framed picture and plaque		43.00		
Total Expenses			\$ 933.50	
Collections less expenses				\$ 1,891.50
Cash Balance - ending (4/30/2019)				\$ 3,437.80
<p>*please note that total MTM collections/expenses for 2019 are recorded in 2 separate years. Total collections were \$329.00 and total expenses were \$268.10</p>				

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TMMA Dues						
Spring 2019						
members	participating	Precinct	Amount	Collected Date	Deposit Date	
21	19	1	285	4/10/2019	4/11/2019	
21	21	2	315	4/10/2019	4/11/2019	
21	14	3	210	4/10/2019	4/11/2019	
	1	3	15	4/16/2019	4/16/2019	
21	21	4	320	4/3/2019	4/4/2019	note - \$5 extra contrib
21	20	5	300	4/8/2019	4/9/2019	
21	18	6	270	4/10/2019	4/11/2019	
21	20	7	300	4/10/2019	4/11/2019	
21	20	8	300	4/8/2019	4/9/2019	
	1	8	15	4/10/2019	4/11/2019	
21	19	9	285	4/10/2019	4/11/2019	
6	6	at large	90	3/27/2019	3/29/2019	
195	180	Total	2,705			
			180	participants		