

**Community Planning & Economic Development
Planning Division**
350 South 5th Street, Room 210
Minneapolis, MN 55415-1385



City of Minneapolis
*Department of Community Planning
& Economic Development - CPED*

MEMORANDUM

TO: Heritage Preservation Commission
FROM: Diana Armstrong, Committee Clerk - 612.673.2615
DATE: December 16, 2008
RE: Consent Item, Amendment to Bylaws

The following text changes are requested as consent agenda item amendments to the Heritage Preservation Bylaws and proposed for adoption by the Heritage Preservation Commission at their December 16, 2008, regular meeting:

Section 4.1 Annual Meeting. The annual meeting of the Commission shall be the ~~second~~ first regular meeting in January of each year.

Section 4.2 Regular Meetings. Regular meetings of the Commission shall be held at ~~5:00~~ 4:30 p.m. on ~~the second and third fourth~~ Tuesdays of each month that fall in conjunction with the City Council cycle. ~~except in those months where the Chair determines that because of holiday schedules, public elections or the number of agenda items, one meeting is sufficient to carry out the Commission's duties.~~

Section 4.4 Quorum. ~~Six (6) five (5) members of the Commission~~ Half plus one member of the Commission membership shall constitute a quorum.