

Board Staff Liaison Meeting Minutes

Regular Quarterly Meeting
January 28, 2026- 9:30am
Room 100 AB, PSB
505 4th Ave S, Minneapolis, MN 55415

1. ABC Reform Status Update

- A. Recapped the reformed boards which include the following Tier 3 ABCs: Bicycle Advisory Committee, Homegrown Minneapolis Food Council, Minneapolis Advisory Committee on Aging, Minneapolis Advisory Committee on Housing, Minneapolis Advisory Committee on People with Disabilities, Minneapolis Arts Commission, Pedestrian Advisory Commission, and Public Health Advisory Committee. One new Tier 4 ABC was created following the reform principles: Safe and Thriving Communities Work Group
- B. In 2026 the focus will be the five Tier 3 unreformed boards: Capital Long-Range Improvement Committee, Community Environmental Advisory Committee, Southside Green Zones, Northside Green Zones, and Workplace Advisory Committee

2. Recruitment

- A. September Recruitment Updates: received 100 applications including the direct links. Actively reviewing applications for nominations and appointments by the City Council and Mayor
- B. Winter recruitment ended on January 25, 2026, with 27 applications received. More are expected to come through the direct link process. Boards that recruited included: Audit Committee, Civil Service Commission, Minneapolis Workforce Development Board, and Special Service Districts. Vetting of applicants is underway

- C. Tier 3 and 4 boards will be recruiting this March. Spring is the largest Open Appointments campaign of the year. The Minneapolis Arts Commission is the newest ABC to be reformed and will recruit for a full board this March, with board members' terms starting on July 1, 2026
- D. Successful recruitment relies on everyone, please spread the word about boards. If there are board members that would be interested in doing testimonials, such as a quote about serving the City with a photo, please email ABCAdmin@minneapolismn.gov to coordinate

3. Quorum

- A. Assistant City Clerk Kelly Geistler discussed quorum and voting thresholds
- B. The standard for calculating quorum is by ascertaining the simple majority of the total number of seats of the body as defined in each ABC's enabling legislation
 - a. Example: an ABC has sixteen members, then quorum for a meeting of the body is nine.
- C. The standard voting threshold for an item to "pass" or be approved by a public body is a "simple majority" of the "quorum present" at a meeting that was duly noticed and has a quorum of members present to call the meeting to order
 - a. Example: an ABC has sixteen members, then quorum for a meeting of the body is nine members present.
 - b. If nine members are present for the meeting, then the voting threshold of members voting in the affirmative to pass an item is a simple majority of nine, which is five.
- D. Certain types of items may have specific voting thresholds prescribed by Ordinance or State law (property sale, quasi-judicial functions). There are two important distinctions. Is the vote threshold defined by "the total body" or the "the total members present" assuming a quorum was achieved?

- a. A vote count of the total body means that the math is calculated based on the total membership as defined in the enabling legislation.
- b. A vote count using the total members present means just that and assumes there is a quorum.
- c. Once the vote count required is determined, then other additional rules may be applied such as: unanimous consent, super-majority (2/3, 4/5, or whatever is designated, default supermajority is 2/3).

4. Expired Seats

- A. Assistant City Clerk Kelly Geistler discussed expired seats.
- B. Commissioner's terms do expire, and our ABC website may in fact show them as expired.
- C. Expiration by itself does not terminate their service or vacate their seat.
- D. Generally, members stay in seats until new appointments are made.
- E. Commissioners always can end their service when their term ends. In that case, the seat becomes vacant.
- F. Vacant seats do not change the math of quorum at all except for HOW you get to quorum.
- G. Once a new person has been officially appointed (meaning their appointment went to Council, was approved, signed by the Mayor, and published), other requirements must be met before they are "seated" and the expired commissioner is formerly relieved of their service.

5. Open discussion

- A. Email ABCAdmin@minneapolismn.gov with questions about ABCs

6. Next meeting

- A. Wednesday, April 29, 2026, room 100AB PSB