

City of St. Petersburg

Council Policy and Procedure Committee

Thursday February 19, 2009

10:00 a.m. - Room 100

Members: Council Members **Jeff Danner, Chair, Herb Polson, Vice Chair**
Jim Kennedy, James Bennett, Leslie Curran
Alternates: **Bill Dudley, Wengay Newton, Karl Nurse**

Call to Order

Chair Jeff Danner

Approval of Agenda

Approval of Minutes

1. Continued/Deferred Business
 - a. The committee moved and approved the style and wording of Council stationery. (Note cards)
 - b. Council's Travel Policy was presented for review and discussion. Members were made aware of possible uses for travel allowances to include memberships.
 - c. Council Resolutions were distributed detailing guidelines for Council committees. A request was made to obtain terms/term limits for appointments to outside boards, commissions and committees.

2. Presentations: **Marcia Crawley**, former television reporter provided a brief presentation regarding ways to effectively respond to the media. She shared helpful tips on how to respond to media questions and preparing for interviews. **Robert Danielson**, Asst. Marketing Director provided a presentation describing unique ways in which Council Members might opt to enhance their Council website. It was stressed that any decisions made regarding enhanced websites should be optional.

3. Next Meeting Dates

Thursday, March 26, 2009	Immediately following Agenda Review
Thursday, April 30, 2009	Immediately following Agenda Review
Thursday, May 28, 2009	Immediately following Agenda Review

4. Tentative Topics: **Legal:** Public Records, Sunshine Law, and Parliamentary Procedures – **ICS:** Email, Phone, Constituent Services, Paper Reduction