



GLOUCESTER CITY COUNCIL

**Saturday, January 9, 2016 – 9:00 a.m. to 12:00 p.m.
Cape Ann Savings Bank Community Room
123 Main Street, 2nd Floor
Gloucester, MA 01930**

16 JAN -6 PM 2:39
CITY CLERK
GLOUCESTER, MA

*** * * WORKSHOP * * ***

Workshop Topics:

9:00 a.m. to 10:30 a.m. – CAO, James Destino and Linda Lowe, City Clerk

- **Introductory Review of the City Council Rules of Procedures**
- **Robert's Rule of Order**

10:30 a.m. to 11:00 a.m. – IT Director, James Pope

- **Dangers of using personal e-mail for City business and questions regarding use of iPads (please bring iPads to workshop)**

11:00 a.m. to 12:00 p.m. – Chip Payson, Legal Counsel and Linda Lowe, City Clerk

- **Public Meeting Law**
- **Public Records Law**

**CC: Jim Destino
James Pope
Chip Payson
Linda Lowe**

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the workshop. Not all items listed may be discussed & other items not listed may also be brought up for discussion to the extent permitted by law.