

Patricia L. West, Chair  
Pete W. Stout, III, Vice-Chair  
G. Stewart Petoe, Executive Director



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**Meeting Minutes**  
**April 24, 2017, 1:00 p.m.**  
**Senate Room 3, Capitol Building**

**Council members present:**

The Honorable Patricia L. West, Chair  
Senator Thomas K. Norment, Jr.  
Senator Janet D. Howell  
Delegate Matthew James  
Bernard L. Henderson, Jr.  
Walter C. Erwin  
Sharon E. Pandak

**Staff present:**

Stewart Petoe, Executive Director  
Rebekah Stefanski, Attorney  
Michelle LeGates, Filing Coordinator

**Council members absent:**

The Honorable Pete W. Stout, III, Vice-Chair  
Delegate Todd Gilbert

**Summary:**

- I. Judge West called the meeting to order at 1:10 p.m.
- II. Judge West requested a motion to approve meeting minutes from the November 21, 2016, Council meeting. Senator Norment made a motion to approve. The motion was seconded by Senator Howell and unanimously approved by the Council.
- III. Mr. Petoe presented the proposed DLAS Report to the Council for approval. Mr. Erwin made a motion to approve. The motion was seconded by Senator Norment and unanimously approved by the Council.
- IV. Mr. Petoe presented staff-proposed changes to the Formal Advisory Opinion Procedures for approval. Mr. Henderson made a motion to approve. The motion was seconded by Mr. Erwin and unanimously approved by the Council.
- V. Mr. Petoe presented Formal Advisory Opinion 2017-F-001 Savings clause for quorums § 2.2-3112 to the Council for approval. Mr. Erwin made a motion to approve. The motion was seconded by Senator Norment and unanimously approved by the Council.

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The Honorable Janet D. Howell  
The Honorable Thomas K. Norment, Jr.  
The Honorable Pete W. Stout, III.

The Honorable Todd Gilbert  
The Honorable Matthew James  
The Honorable Patricia L. West

Walter C. Erwin  
Bernard L. Henderson, Jr.  
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- VI. Mr. Petoe gave a presentation to the Council on the \$100 Gift Cap and Political Action Committees (PACs). Mr. Henderson made a motion to request that the legislature adopt a change to the law making the \$100 gift cap apply to PACs. Mr. Erwin seconded the motion. After discussion, Mr. Henderson voted yes. Judge West, Senator Norment, Senator Howell, Delegate James, Mr. Erwin, and Ms. Pandak voted no. The motion did not pass.
- VII. Ms. Stefanski presented a proposed change to the Lobbyist Disclosure Form for approval. Mr. Henderson made a motion to approve. The motion was seconded by Ms. Pandak and unanimously approved by the Council.
- VIII. Judge West asked for public comment.
- IX. Judge West adjourned the meeting at 1:58 p.m.