



AGENDA
Policies & Procedures Committee (PPC) Meeting
January 17, 2017 from 5:30-7:30 pm
Ten Pin Building – 793 K St, Arcata

Facilitator: Leah

Outcomes:

- Approval of draft minutes from December Policies & Procedures meeting
- Update on bylaw clarification on board qualifications
- Decision whether to update a conflict of interest policy for board members
- Understanding of next steps for unclaimed equity policy
- Understanding of future agenda items and hotlist items

	What	How	Who	Minutes	Time
1.	Welcome & Review	- Introductions - Check for changes to the agenda	- Leah	5	5:30-5:35
2.	Approve Minutes	- Ask for consensus on approval of the December 2017 minutes	- all	5	5:35-5:40
3.	Member Comments	- Members share topics not already on the agenda	- Anyone	5	5:40-5:45
4.	Bylaw Clarification	- Does state law and our bylaws allow the board to remove someone from the board for the reason of violating qualifications for candidacy established in board policy?	- Leah	20	5:45-6:05
5.	Conflicts of Interest	- Discuss a more in-depth conflict of interest policy	- James	20	6:05-6:25
6.	Unclaimed Equity	- Update on process	- Melanie	20	6:25-6:45
7.	Hotlist Items	- Review and update current hotlist	- Leah	25	6:45-7:10
8.	Next Agenda Items	- Review potential agenda items for next meeting	- Leah	5	7:10-7:15

Next Meeting:

February 21, 5:30 – 7:30pm at the Ten Pin Building