



AGENDA
Policies & Procedures Committee (PPC) Meeting
March 21, 2018 from 5:45-7:45 pm
 Ten Pin Building – 793 K St, Arcata

Facilitator: Leah

Outcomes:

- Approval of draft minutes from February Policies & Procedures meeting
- Update on bylaw clarification on board qualifications
- Ensure conflict of interest policy is aligned with the Bylaws
- Determine if vacated board seat language in the Board Policy Manual meets our intention
- Start of draft policy for evaluating and hiring a General Manager
- Understanding of future agenda items and hotlist items
- Decision of how often the PPC committee should meet

	What	How	Who	Minutes	Time
1.	Welcome & Review	- Introductions - Check for changes to the agenda	- Leah	5	5:45-5:50
2.	Approve Minutes	- Ask for consensus on approval of the February 2018 minutes	- all	5	5:50-5:55
3.	Member Comments	- Members share topics not already on the agenda	- all	5	5:55-6:00
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	6:00-6:20
5.	Conflict of Interest Policy	- Review draft conflict of interest policy to ensure it does not conflict with the Bylaws	- Leah	15	6:20-6:35
6.	Vacated Board Seats	- Review vacant board seat language in Board Policy Manual	- Leah	15	6:35-6:50
7.	Policy for evaluating and hiring the GM	- Draft a policy to include general responsibilities, what decisions and what budgetary amounts need board approval	- Leah	30	6:50-7:20
8.	PPC Meeting Schedule	- Discuss how often PPC should meet	- Leah	5	7:20 -7:25
9.	Hotlist Items	- Review and update current hotlist	- Leah	5	7:25-7:30
10.	Next Agenda Items	- Review potential agenda items for next meeting	- Leah	5	7:30-7:35

Hotlist: Empty