

Governing Documents Committee
Minutes for December 7, 2024
Pavilion & Zoom
9:00 a.m.

1. Meeting was called to order at 9:00 a.m. by Grace Wollemann. Present were committee members Connie Baldin, Bill Lewis II, Finn Myggen, Gail Pattarino, Patrice Stimpson, Grace Wollemann, board liaison Cam Acosta, Director Randall Gates, and guests, Debbie Bailey, Leslie Branda, Mark Greco, Cliff Penick, Sr. and Bob Wyant. Member Alicia Rogers was excused.

2. Minutes for November 2, 2024 were reviewed and approved by email.

3. Discussion Topics

Mission Statement

Governing Documents Committee Charter – Member Bill Lewis II will take action to include attorney responses to governing documents and business policies.

MOTION by Patrice Stimpson, **SECOND** by Connie Baldin to nominate Bill Lewis II as chairperson. Committee concurred by consensus.

4. Documents reviewed

Business Policy and Procedures H-14 (Notice of Proposed Resolutions)

Discussion: Director Emett provided recommendations.

MOTION by Grace Wollemann, **SECOND** by Patrice Stimpson to approve Business Policy and Procedure H-14 as submitted. Member Pattarino **abstained**. Member Myggen **opposed**. Members Baldin, Stimpson, and Wollemann **approved**.

MOTION carried

BOARD ACTION – the board liaison, Director Acosta will bring the subject of using “shall” on items #6 and #7.

Business Policy and Procedures E-13 (Annual Reserve Report Update Process)

Discussion: Director Gates provided recommendations. Questions arose regarding one year versus three years for an RFP. The committee deferred the policy until the next committee meeting.

BOARD ACTION – Director Gates will bring #4 of this policy to the board for discussion.

Business Policy and Procedures E-14 (Annual Budget Process)

Discussion: Director Gates provided recommendations.

Committee concurred by consensus.

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5. Documents pending review:

Business Policy and Procedures D-17 Filming Contract

Discussion: The general manager recommended the approval of any amendments to this policy be deferred until the board approves the contract. Document is still pending board review.

6. Adjournment.

MOTION by Gail Pattarino, **SECOND** by Finn Myggen to adjourn.
Meeting adjourned at 10:00 a.m.

The next governing documents committee meeting will be held at **9:00 a.m. on January 4, 2025** in the Pavilion and on Zoom.

Respectfully submitted by,
Grace L. Wollemann
Governing Documents Committee Secretary