

Auburn Area Recreation and Park District
Minutes
of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting
Wednesday, January 20, 2016, 2:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA 95603

1.0 CALL TO ORDER

The meeting of the Program, Personnel, Policy, Fee & Legal Review Committee was called to order at 2:02 p.m.

ROLL CALL

Directors Holbrook and Lynch were both present.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by the Committee.

3.0 PUBLIC COMMENT- This is the time wherein any person may comment on Any item not on the agenda within the subject matter jurisdiction of the Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limit of three minutes.

None.

4.0 BUSINESS

4.1 Approval of Minutes from the December 9, 2015 Program, Personnel, Policy, Fee & Legal Review Committee Meeting

The minutes from the December 9, 2015 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by the Committee.

4.2 Change in Policy on Late Payments

Directors Holbrook and Lynch reviewed and approved a change in policy imposing a late fee for funds received after due dates for District activities and forwarded this item to the Board of Directors for review and approval.

4.3 Policy on Salary Schedules/Ranges and Related Increases

Directors Holbrook and Lynch reviewed the proposed amendment to the policy on salary schedules/ranges and related increases and forwarded it to the Board of Directors with a split recommendation.

4.4 Wage Increase for Youth Services Site Director

Directors Holbrook and Lynch reviewed and approved a wage increase for the Youth Services Site Director and forwarded it to the Board of Directors for review and approval.

4.5 Policy Regarding Property Found at District Parks and Facilities

The policy regarding property found at District Parks and Facilities was reviewed and approved by Directors Holbrook and Lynch and forwarded to the Board of Directors for review and approval.

4.6 Rental Fees for Bocce Courts

Directors Holbrook and Lynch reviewed and approved the rental fees for Bocce Ball Courts and forwarded them to the Board of Directors for review and approval.

4.7 Amending ARD Surveillance Equipment Policy

Directors Holbrook and Lynch reviewed and approved the amendment to the ARD Surveillance Equipment Policy and forwarded it to the Board of Directors for review and approval.

4.8 Approval of Legal Bills

Directors Holbrook and Lynch reviewed and approved the legal bills for November and December, 2015.

Discussion Items:

1. Review of how Board and Committee meeting minutes are done – this item will be discussed at the February, 2016 Program, Personnel, Policy, Fee & Legal Review Committee meeting.

5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY & FEE COMMITTEE MEETINGS

None.

5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

Revised Board Procedures & Responsibilities Manual.

List of largest donors in the last ten years.

ADJOURNED

As there was no further business, the meeting was adjourned at 3:09 p.m.

Board Secretary

Date

