

Auburn Area Recreation and Park District
Minutes
of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting
Wednesday, February 17, 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 2:11 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 January 20, 2016 Program, Personnel, Policy, Fee & Legal Review Committee Meeting

The minutes from the January 20, 2016 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by the Committee.

4.2 Picnic Rental Fees for Fee Waiver Groups

Directors Holbrook and Lynch reviewed and approved amending the Fee Waiver Policy by reducing the fees waived for picnic unit rentals and forwarded this item to the Board of Directors for review and approval.

4.3 Approval of Legal Bills

There were no legal bills available for review.

Discussion Items:

1. Review of how Board and Committee meeting minutes are done – this item was reviewed with a recommendation from the Program, Personnel, Policy, Fee & Legal Review Committee to the ARD Board to amend the proposed policy regarding minutes of the Board to be consistent with the records retention policy which states as follows: All regular and special meetings of the Board may be recorded. Recordings may be destroyed consistent with the records retention policy.
2. ARD Friend of Recreation nominees – this item will be discussed at the February, 2016 Board meeting.
3. Review of top ten donors to ARD for the last ten years – a list of donors was provided to the committee for review.

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.

ADJOURNED

As there was no further business, the meeting was adjourned at 3:01 p.m.

Board Secretary

Date