

**Auburn Area Recreation and Park District**  
**Minutes**  
**of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting**  
Wednesday, August 19, 2015, 1:00 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 1:09 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 July 22, 2015 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

The minutes from the July 22, 2015 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by Director Lynch.

**4.2 Change to Credit Card Policy**

The Committee reviewed and approved the change to the credit card policy & forwarded it to the Board of Directors for review and approval.

**4.3 Approval of Legal Bills – July 2015**

The Committee reviewed and approved the legal bills for July 2015.

**Discussion Item:**

1. ARD Board Procedures and Responsibilities Manual – review – the Committee directed staff to make revisions to the manual using the template from Georgetown Divide Recreation District and sending it

back to the September Program, Personnel, Policy, Fee & Legal Review Committee meeting for further review.

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

None.

**5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 1:34 p.m.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date