

**Auburn Area Recreation and Park District
Minutes of the Program, Personnel, Policy, Fee & Legal
Review Committee Meeting
Wednesday, December 13, 2023 at 12:30 PM
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 12:32 PM.

ROLL CALL

Director Holbrook was present. Director Ainsleigh was absent.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by the Committee as written.

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 November, 2023 Program, Personnel, Policy, Fee & Legal Review Committee Meeting

Director Holbrook reviewed and approved the minutes from November 15, 2023, Program, Personnel, Policy, Fee & Legal Review Committee.

4.2 Approval of Legal Bills

There were no Legal Bills.

4.3 ARD's Sick Leave Policy for Part-time Employees under 20 hours and Seasonal Employees

Director Holbrook reviewed the ARD's Sick Leave Policy for Part-time Employees under 20 hours and Seasonal Employees and forwarded this item to the consent calendar for review and approval by the Board of Directors.

4.4 Updating ARD's Petty Cash Policy

Director Holbrook reviewed Updating ARD's Petty Cash Policy. Director Holbrook approved updating the Petty Cash Policy, allowing a maximum of \$1,000.00. He is forwarding this item to the consent calendar for review and approval by the Board of Directors.

Discussion items:

1. None.

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

None.

6.0 ITEMS PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

ADJOURNED

As there was no further business, the meeting was adjourned at 12:37 PM.

Cathy Warford
Board Secretary

December 18, 2023
Date