Policy Up-Date Committee Minutes

May 25, 2017

Meeting called to order at 6:30. Attendees: Carrie Correia and Syrilyn Tong

1. Board Member's Roles and Responsibilities Policy was reviewed, with request by the board to add/change to the area of "accept and defend board decisions". We decided to add a new "Social Networking Policy" rather than just add something to the existing policy.

2. Wrote up a "Social Networking Policy"

3. Accountant Virginia Farmier suggested that we add 3 additional policies to existing ones. Those three are 1) Conflict of Interest, 2) Whistleblower and 3) Records Retention.

4. Programs and Activities Plan and Policy - we discussed this and recommend deleting the entire policy

5. Wrote up a "Whistleblower Policy"

6. Discussed the "Records Retention Policy" - there is a brief mention in By-Laws about retaining some information, but no specific guidelines.

7. Discussed the "Conflict of Interest Policy" - there is quite a bit written in the By-laws, but it probably should be taken out of By-laws and put into a separate policy. This was tabled for a later meeting.

8. Next meeting scheduled for Thursday, June 1, 2017. ST to contact Ruth Rutherford and Carrie to contact Gary Selig so that we can discuss the Membership Policy

9. Meeting adjourned at 8:30.