

**Governing Documents Committee  
Minutes for November 6, 2021  
Zoom Application Meeting  
9:00 a.m.**

**1. Meeting was called to order** at 9:00 a.m. by chair, John Cantley.

Present were members John Cantley (Chair), Connie Baldin, Carolyn Gilbert, Alicia Rogers, Patrice Stimpson (Vice Chair), Rick Throckmorton, Grace Wollemann, guest, Debra Manoogian, board liaison Richard Ballard, board chair Bill Lewis II, and Environmental Control Officer Joe Ladin.

**2. Minutes for October reviewed and approved by email.**

**3. Documents reviewed.**

**Business Policies and Procedures C-2 (Condor)**

Discussion: Chair and Grace Wollemann provided background and recommendations. By consensus the committee agreed to recommend revisions. The document is to be forwarded to the board of directors for their action.

**Business Policies and Procedures C-3 (CCC Box)**

Discussion: Chair, Grace Wollemann, and Carolyn Gilbert provided background and recommendations. By consensus the committee agreed to recommend revisions. The document is to be forwarded to the board of directors for their action.

**Rule Article 3 (General Rules) 3.16 (Compliance with state and federal laws)**

Discussion: Chair, Patrice Stimpson, Rick Throckmorton and board chair provided background and recommendations. By consensus the committee agreed to recommend revisions. The document is to be forwarded to the board of directors for their action.

**Rule Article 21 (Environmental Control Code)**

Discussion: Chair, board chair, board liaison Richard Ballard, and environmental control officer Joe Ladin provided recommendations. Discussion continued to the December meeting.

**4. Scheduled 3-year policies to be reviewed fiscal year 2021-22:**

BPP C-5 Bulletin boards	BPP E-2 Sales of Expense Items
BPP D-15 Expenditures under 10K	BPP E-23 Returned Checks
BPP E-14 Annual Plan	BPP H-1 Board of Directors calendar

**5. Adjournment.**

**Motion** by Connie Baldin, **SECONDED** by Rick Throckmorton to adjourn at 11:25 a.m.  
**Motion** carried unanimously.

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The next governing documents committee meeting will be held at **9:00 a.m. on December 4, 2021, via Zoom.**

John Cantley  
Chair, Governing Documents Committee