

**BY-LAWS AND RESOLUTIONS ADVISORY COMMITTEE  
MEETING MINUTES  
ADMINISTRATION BUILDING  
FEBRUARY 8, 2011  
9:00 AM**

The meeting was called to order at 9:05 am by the Chairman Jim Trummel. Present in addition to the chairman were Committee members Chuck Choate and Paulette Mari, Board Liaison Dave Stevens and Staff Liaison Phyllis East.

The agenda for the meeting was approved.

There were no public comments.

Continuing Resolutions Actions were reviewed:

- a. The Chairman reviewed resolution actions at the January 16, 2011 of the OPA Board. The proposed change to C-08 Election Committee regarding appointment of a Board liaison was approved by the Board. The recommendation to cancel 2-02-25 Group Catering Policy was considered by the Board. This action is the first reading required for resolution actions by the Board.
- b. Draft resolution M-08 Manuals was put on hold by the Committee until after OPA budget deliberations have concluded in order to give time for staff comments.

Old Business

- a. The committee members, board liaison and staff liaison were asked to review resolutions B-01, B-02, B-03, and B-04. This is part of what is intended to be a review of resolutions on a two year interval from initial release date or last amendment date, whichever is applicable.
- b. There was a review of a draft resolution Amenity Reservation and Scheduling Policy prepared by committee member Chuck Choate. A purpose of the draft is to update the remaining facilities and rules resolutions which have not completed the resolution review process undertaken by the Committee in 2008. The draft was reviewed in detail. This included provisions within the draft as well as the possibility of consolidating the draft with other existing resolutions. Chuck will continue working on the draft, based on the discussions during the Committee meeting.

There was no New Business.

There were no Public Comments.

The meeting was adjourned at 11:15 am. The next meeting is March 8, 2011.

Jim Trummel  
Chairman