

MINUTES

POLICIES/ADMINISTRATION COMMITTEE MEETING

January 11, 2011

The meeting was called to order at 1:45. Present were Jerry Smyder, Maija DeRoche, Bonnie Weber, Rusty Wigg, Martin Green and Sherry Collins.

The committee reviewed a proposed change to the By-laws concerning the procedure for removing a Trustee from the Board of Trustees. Some wording changes were suggested, and Sherry will type out both the current section and the proposed changes to the section for discussion at the next meeting.

The committee discussed the various interpretations of the wording of the insurance policy covering criminal coverage such as 'indemnity fidelity bond' and 'crime coverage'. It was decided that Rusty would consult with the STLS lawyer to clarify the language if possible. The committee also recommended that Rusty, in conjunction with the Finance Committee, make a recommendation for Board action at the next Board meeting for increasing coverage amounts.

The committee addressed a couple of concerns with the pending Authority of the Board Policy. Rusty recommended a change of limit for unbudgeted purchases to \$3500. A sentence addressing emergency expenditures should be added to that section of the policy. The committee also discussed several other small changes in the Authority Policy, which will be typed out and e-mailed to committee members before the Board meeting, where there will be opportunity for further discussion among all the Trustees.

The committee reviewed the first draft of the Executive Director's policy. Several changes were suggested and debated. Concern was expressed with bringing the policy in line with the By-laws. Discussion of the current By-law wording prompted a change. This change will be typed up and e-mailed to committee members for further review at the next committee meeting.

The meeting adjourned at 4:45 p.m. The next committee meeting will be held at STLS headquarters at 1 p.m. on February 10, 2011.

Respectfully submitted,

Sherry Collins