



AGENDA
Policies & Procedures Committee (PPC) Meeting
December 20, 2017 from 4:00-6:00 pm
Ten Pin Building – 793 K St, Arcata

Facilitator: Leah

Outcomes:

- Approval of draft minutes from November Policies & Procedures meeting
- Understanding of the plan for implementing single memberships
- Understanding of future agenda items and hotlist items

	What	How	Who	Minutes	Time
1.	Welcome & Review	- Introductions - Check for changes to the agenda	- Leah	5	4:00-4:05
2.	Approve Minutes	- Ask for consensus on approval of the November 2017 minutes	- all	5	4:05-4:10
3.	Member Comments	- Members share topics not already on the agenda	- all	5	4:10-4:15
4.	Update on Single-Membership Roll Out	- Review the roll out plan and review new membership materials	- Laurie	30	4:15-4:45
5.	Hotlist Items	- Review and update current hotlist	- Leah	5	4:45-4:50
6.	Next Agenda Items	- Review potential agenda items for next meeting	- Leah	5	4:50-4:55

Next Meeting:

- January 17, 5:30 – 7:30pm at the Ten Pin Building