

Dec 6, 2022 | [New Member Orientation](#) - MEETING MINUTES

Location: The Crown Pub, 134 S College Ave, Fort Collins, CO 80524, USA

Attendees: [Barry Noon](#) [Shelley Bayard de Volo](#) [Jim Gerek](#) [Rodger Ames](#) [Tasha Carr](#)

Attached files: [Board Members Skills and Terms 20201130.xlsx](#)

Notes

- Went over google drive
- Google calendar use for meetings
- Absences and need to notify to be excused
- Sunshine laws, open records, public noticed in advance
 - Public comments. Make sure it is captured in minutes, and should be some kind of response from the board.
 - Email discussions should be limited and held for open meetings. Subcommittees can work via email correspondences
- Roberts rules. Motions, votes, etc.
- County policies and procedures, just updated in 2022.
- County policy on public participation
- Bylaws, process to update and approve.
- Role of issue coordinator
- Communicating with County staff
- Annual reports and work plans
- Issue index
- Minutes
- Past presentations

Action items

- Change barry and tasha email with bcc office and in google contacts .
Barry.noon@colostate.edu