



PO Box 95, Monument, OR 97864

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## MONTHLY MEETING AGENDA

February 4, 2019

Monument Senior Center, 5:00 p.m.

### ADMINISTRATION

1. 5:00 PM – Call Meeting to Order
2. Approval of Minutes – January 14, 2018 Regular Meeting

**AGENCY/ORGANIZATION REPORTS:** Recognize guests & allow for updates (5-minute limit or request agenda item)

### DISTRICT BUSINESS

1. Financial Report
2. Old Business
  - a. District Manager transition
    - i. Policy to handle hiring procedures for an executive officer of the Board
      1. Approve job description and posting procedures
      2. Set Hiring Committee meeting to conduct interviews
      3. Set Board meeting to consider Hiring Committee recommendations and present formal job offer
    - b. Revised Annual Meeting Resolution
3. New Business
  - a. Approval to purchase new office furniture
  - b. Personnel Policy updates
  - c. Financial Policy update
  - d. Revisions to Triple P Bookkeeping contract
  - e. Clarification of Monument SWCD role in JDB Partnership's FIP Implementation grant
  - f. Board conduct discussion
4. Project and Program Updates
5. Open for Discussion

### ADJOURN - 6:30PM

### MEETINGS & EVENTS:

- Presidents' Day Holiday – Monday, February 18<sup>th</sup> – office closed
- John Day Basin Partnership meeting – Thursday, February 21<sup>st</sup> – 10am-2pm – ODF Conf. Room John Day
- OWEB FIP Kick-Off meeting – Monday, Feb 25 – Tuesday, Feb 26 – Madras, OR
- Monument SWCD Annual meeting – Thursday, February 28<sup>th</sup> – *PENDING COMPLETION OF SENIOR CENTER REMODELING*
- LAC meeting – Biennial review of the North & Middle Forks John Day River AgWQM Area Plan – Tuesday, March 12<sup>th</sup> from 12-3pm – Long Creek Community Hall