

Committee of the Committees

The meeting was called to order at 5:02 pm, April 23, 2016

Roll Call: Shawn Merrill, Randi Larzalere, Craig Creely and Jo Maynard
–chairperson

Committee discussed its tasks and set the guidelines as established per HPPOA Board Policies and Procedures as approved November 21, 2012.

These Procedures (see attached) will accompany the established list of initial questions set forth for the committees to respond to and will govern all committees within HPPOA.

Committees, Please respond to the following questions by May 10, 2016. Send response to district5@hppoa.net

Questions:

1. State your Missions Statement and Purpose.
2. Provide the name of your current chairperson.
3. Provide the names of all your committee members.
4. Provide an email and phone number for your committee chairperson. and/or back-up person.
5. What date was your committee established.
6. What was your given task or what task are you working on.
7. When does your committee anticipate completing the task.
8. Provide copies of your last 6 month minutes to the Vice President.

Committees are being asked to make progress reports to the board at a minimum 3 month interval and at every general membership. A written report is to be handed in to the President after your oral report.

Each committee will be reminded 1 week prior to the BOD meeting so they can be placed on the agenda if there have anything to report or update.

The meeting adjourned at 6:20pm April 23,2016

Next meeting 5:00pm May 14, 2016 HPPOA Library

Report by Jo Maynard chairperson