



WESTPORT VILLAGE SOCIETY

P. O. Box 446, Westport, CA 95488

<http://www.westportvillagesociety.org/>

supporting local charitable and educational projects and
fostering the preservation and interpretation of the environment since 1992

Directors

Thad Van Bueren
(President)

Steve Brigham
(Vice President)

Bill Knapp
(Treasurer)

Sarah Cullar
(Secretary)

Melinda
McLaughlin

Gary Quinton

Dorine Real

Board Meeting Agenda—15 July 2017 Saturday at 10:00 AM at the Westport Community Church

- 1. Call to Order:** Welcome; sign in; establish quorum; finalize agenda and suggested time allocations; assign timekeeper [5 minutes]*
- 2. Public/Member Input:** Input is welcome on items not already on the agenda. Input on agenda topics is welcome when those items are addressed. [5 minutes]
- 3. Administrative Items:** Approve April 15, 2017 minutes; approve annual finance report; sign conflict of interest disclosures; correspondence [10 minutes]
- 4. Active Business**
 - a. Adopt Board Manual [5 minutes].
 - b. Executive Committee update [10 minutes]: duty realignment; file management; annual review.
 - c. Adopt Bylaw revision [15 minutes]
 - d. Budget [15 minutes]: review 2017 budget; approve 2018 budget.
 - e. Headlands Committee update [10 minutes]: maintenance; bench; whale bone display; events.
 - f. Church Photo Display update [5 minutes]: status update.
 - g. Mini-Grants update [5 minutes]: recent and pending projects.
 - h. Fundraising Update [10 minutes]: Ducky reprise; fall event plans.
 - i. Attracting Volunteers [5 minutes]: scoping tasks; outreach.
 - j. Plan Annual Member Meeting [15 minutes]: Notification; election; content (25 year anniversary).
- 5. Agenda for next Board meeting** (October 21, 2017)
- 6. Adjourn** [about 12 noon]

*Time allocations are provisional guidelines suggested to ensure adequate consideration while at the same time maintaining a focus on reaching decisions.