

By-Laws & Resolutions Advisory Committee
October 21, 2022
Peach Room and Microsoft Teams

Present: Chair Lora Pangratz and Committee members Keith Kaiser, Bob Hillegass, and August Flentje. Also, present Dr. Stuart Lakernick, Board Director and Josh Davis, OPA Marketing and Public Relations Director. The chair called the meeting to order at 1:00 pm.

APPROVAL OF MINUTES: The minutes of the September 16, 2022 meeting were approved.

PUBLIC COMMENTS: None.

CHAIRPERSON'S REPORT: The Chairperson welcomed new Committee members. She reported that she attended OPA Board of Directors mtg on Sept. 24, 2022- in person. She met with past Chairman, Jim Trummel which included receiving a flash drive and a binder of historic committee documents. She provided an appreciation for his many years of service to the Committee. She attended the October 15, 2022 Board meeting. She noted that Director Lakernick was present on the call. She distributed a draft of the Committee's annual report for the year ending September 30, 2022.

BOARD LIAISON'S REPORT: Board Liaison Steve Jacobs was excused due to a conflict.

APPOINTMENT OF COMMITTEE SECRETARY: Mr. Flentje volunteered to take notes on an informal basis pending the selection of a Committee Secretary. Mr. Hillegass advised that the Committee had not in the past had a formal Secretary.

UNFINISHED BUSINESS

A discussion of resolution M-08 (Association Manuals) was deferred until the next meeting as the assistance of the board liaison was necessary. The chair would reach out to the board liaison to ask for a consultation with the Board. There was no charging document related to this resolution.

A draft Charging Document for Board action on resolution C-09 (Executive Council) was reviewed. The review of this resolution is now overdue by the Board, which can review it without the need for a first reading.

A draft Charging Document for Board action on resolution C-01 (Committee General) was reviewed. This resolution was due for review in September 2022 and is overdue. The Board must consider several provisions and decide whether to accept the charging document or provide questions.

The committee discussed various reports required by the by-laws such as the search, assessments, and elections reports. The committee discussed whether the Board should acknowledge receipt of reports during Board meetings. The chair indicated that she would follow up with the board liaison on this issue.

NEW BUSINESS

A draft Committee Annual Report was reviewed. The final report is due to the Board October 31, covering October 1, 2021 to September 30, 2022 (refer to resolution C-01). There was a discussion of the content of the draft report. The committee members agreed to forward suggested changes to the draft report so that the report to the Board could be finalized by October 31.

A discussion of M-05 (Animal Control) was deferred to a future meeting when the board liaison was present.

The Committee discussed regular meeting dates for 2023, and the chair will check on room availability and attempt to schedule meetings one week before the Board meetings.

GOVERNANCE DOCUMENT REVIEW

The status of resolutions was reviewed and updated where appropriate. The updated document is attached and will be reviewed at the next committee meeting.

The meeting was adjourned on a unanimous vote at 3:00 pm.

The next meeting is November 18, 2022.

August Flentje
Minutes recorder