

RECORD OF PROCEEDINGS

**UPPER YAMPA WATER CONSERVANCY DISTRICT
BOARD OF DIRECTORS BOARD GOVERNANCE COMMITTEE MEETING
JULY 8, 2019 1:00pm – 4:00pm
MOUNTAIN VALLEY BANK COMMUNITY ROOM
2220 CURVE PLAZA, STEAMBOAT SPRINGS, CO**

MINUTES

Board Governance Committee members were Directors Ken Brenner, Bob Woodmansee, Jim Haskins, and Webster Jones. General Manager Kevin McBride, Administrative Assistant Barbara Wilson, and Ryan Golten, Consensus Building Institute (facilitator) were also present.

The following agenda was proposed:

Goals/Governance Board Committee – Meeting Agenda

Purpose of the meeting:

- Plan + timeline for next 3 months
- Refine draft Mission-Policy-Goals document
- Confirm next steps

Welcome and preliminaries (1-1:10)

- Approve 6/10 Committee minutes
- June Board meeting follow up
- Confirm goals for today

Confirming Committee goals and work plan (1:10-1:40)

- What's the final product; how will it be used?
- Goals/plan for Board involvement
- Revisit meeting schedule, roles, and tasks – what's needed, what's realistic
- Confirm plan for today and 7/15

Refine Mission/Policy/Goals (MPG) Document (1:40-3:20)

- Briefly review strategic plan terms and sample plans
- Discuss/refine Mission + Policies (Woodmansee to share overall suggestions)
- Refine/clarify goals – for each one, what do we really want to achieve?
- Next steps

Next Steps for District/Board Governance Recommendations (3:20-3:50)

- ID topics for 7/15 meeting
- Homework, tasks, and next steps

Wrap Up, Next Steps, Actions Items (3:50-4:00)

- Review next steps
- Clarify topics for 7/15 and future meetings

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Preliminary discussion. Ryan Golten, facilitator, reviewed the purpose of the meeting. Director Jones moved to approve the June 10, 2019 Committee minutes. Director Haskins seconded and was unanimously agreed.

Confirming Committee goals and workplan. The Committee agreed on the following:

- The primary purpose of the Mission/Goals document is to provide direction to staff regarding Board priorities and allocations of resources/budget. The document should articulate a 5-10 year plan and should be reviewed and updated annually.
- This process should and will require the Board to discuss and articulate its collective vision and priorities. The final document will also be important for public messaging regarding the vision and goals of the District.
- Since the Board is supportive, the Committee agreed its goal should be to create a strategic plan for the District by end of October, to meaningfully inform the budgeting and work planning process.
- Ryan reminded the Committee that when the Committee formed in May, the plan was simply to adapt the Gunnison Vision/Goals document to the UYWCD, and the level of anticipated facilitation support was significantly less than what's been requested and needed. CBI will submit a revised budget to the District.

Refine Mission/Policy/Goals (MPG) Document. The Committee's edits are reflected in the post-7/8/19 draft.

Next Steps for District/Board Governance Recommendations. This will be discussed at the next Committee meeting. The Committee agreed the focus should be on the strategic plan for now, while acknowledging the governance issues are important and shouldn't be indefinitely postponed.

Determination of future meetings Committee will meet July 15, 2019 12:30 – 3:30 pm, at the District Office, 2220 Curve Plaza Ste. 201, Steamboat Springs, CO.

I certify that the foregoing constitutes a true and correct summary of the proceedings at the above referenced meeting.

 Date: 7/23/2019
Kevin McBride, District Secretary/Manager