

RECORD OF PROCEEDINGS

**UPPER YAMPA WATER CONSERVANCY DISTRICT
BOARD OF DIRECTORS BOARD GOVERNANCE COMMITTEE MEETING
JULY 29, 2019 12:30 pm – 3:30 pm
MOUNTAIN VALLEY BANK COMMUNITY ROOM
2220 CURVE PLAZA, STEAMBOAT SPRINGS, CO**

MINUTES

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

The following agenda was proposed:

Purpose of the meeting

- Refine Mission/Goals document: working from goals to draft objectives/tasks
- Clarify goals/topics/format for 8/22 Board session + plan for getting staff input
- Frame discussion of District governance issues + integration with Mgmt needs

Welcome and preliminaries (12:30-12:40)

- Debrief 7/24 Board meeting; confirm goals for today

Clarify goals/plan for 8/22 Board strategic planning session (12:40-12:55)

- Areas for Board input/agreement: 'responsibilities/opportunities'; nexus of District activities to storing/selling water; criteria for determining this annually
- Brainstorming Objectives for each Goal, using Committee's strawman ideas
- Mission/Vision

Confirm next steps for draft strategic plan, following 8/22 Board session (12:55-1:15)

- Committee to finalize draft Objectives + overall strategies (early Sept)
- Staff to help develop/populate Tasks (Sept)
- Committee to compile into draft to share w/ Board + staff for input (early Oct)
- Staff to use draft for retreat follow-up and in 2020 work plan/budget (Oct)
- Refined draft circulated for public input (November?)

Refine Mission-Goals document (1:15-2:45)

- Incorporate recent input from Board
- Finish brainstorming 'sample' objectives, using District work plan – to lay framework for 8/22 Board exercise

Plan for Governance Issues (2:45-3:15)

- Why is this important; how it relates to strategic planning and District Mgmt
- Ryan to share preliminary 'Issues' chart
- Topics (and homework) for 8/13 meeting

Wrap Up, Next Steps, Actions Items (3:15-3:30)

- Confirm next steps and timeframe
- Confirm September meeting schedule: Tues 9/3, Mon 9/16, Mon 9/30?

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Preliminaries. Ryan Golten, facilitator, reviewed the purpose and agenda for the meeting.

Committee confirmed that goals and plans for the 8/22 Board strategic planning session include:

- Confirming overall areas of Board agreement or concern on the current document; discussing and agreeing on the distinction between responsibilities and opportunities; seeking Board agreement on overall priority on supporting new areas of opportunity that have a nexus with storing/selling water, knowing the District must also continue to fulfill its statutory role.
- We will refine goals as needed and try to fill out more objectives under each goal, before asking the staff to provide input on tasks in September.

Committee agreed that next steps after the 8/22 work session will include:

- Two meetings after 8/22 to refine the document based on Board input before sharing it with staff – Tuesday 9/3 @ 1:00 pm, Monday 9/9 @ 1:00 pm.
- Give document to staff the week of 9/9 for input on objectives and strategies, and to populate with tasks that align with current budget and plans (to share edits by 9/30). Staff will be asked to *suggest edits, insert proposed tasks, share overall feedback*
- Manager McBride will flag for the Board at its 9/18 board meeting (when he submits a draft budget) what potential implications, if any, he sees at that time for the budget from the draft strategic plan.
- Two meetings after getting input back from Staff to refine before the Fall Board retreat – Monday 10/7 @1, and Monday 10/14 @1.
- At the Fall Retreat on 10/23, conduct an exercise to prioritize objectives/tasks for 2020.

Refine Mission/Policy/Goals (MPG) Document. The Committee's edits are reflected in the post-7/29/19 draft.

Next Steps for District/Board Governance Recommendations – we agreed on Governance topics for the 8/13 meeting, which will be reflected in the meeting agenda.

Determination of future meetings Committee will meet August 13, 2019 1:00 – 4:00 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.



Kevin McBride, District Secretary/Manager

Date: 9/19/2019