

**Bayshore Gardens Park & Recreation District
Policy and Procedures Committee Meeting Minutes
December 23, 2020 @ 7:00PM**

In Attendance: Bayshore BOT members - Melanie Woodruff (Committee Chair) and Steve Watkins, (Committee participants) Sharon Denson, Jenny Setter, Adam Hange, Marie Young, Maureen Herrick, Belle Baxter and Marie Young

Agenda Items Discussed

- Discussion about changing marina ramp access contract to reflect Board of Trustees policy to prorate annual fees. Proration will be ten dollars per month for contracts beginning after June 1st through September 30. Policy was Board approved 08-19-2020.
- Small Boat Area Contract, after discussion, the committee voted to put before the Board changes, primarily in wording/terms, the requirement for a picture of the vessel, and deleting the requirement for insurance.
- Discussion on who would like to be appointed by the Chairman of the Board of Trustees to serve on the Policy and Procedures Committee. Belle Baxter, Marie Young, and Sharon Denson volunteered to be considered for membership of the committee.
- Marina Boat Slip Contract, discussed unapproved changes made to this contract and how to rectify these changes. Decided to review this contract at the next committee meeting to develop a contract to put before the Board of Trustees.
- Researching Florida registration requirements for boat trailer(s) parked on district property.
- Waiting on Board of Trustees organizational meeting in January 2021 for committee appointments before considering procedural issues for the Bayshore Banner.
- Talked about record retention requirements and filling Board of Trustee openings.

Meeting adjourned at 9:20 p.m.

Melanie Woodruff

