

**Bayshore Gardens Park & Recreation District
Policy & Procedures Committee Meeting Minutes
Tuesday; January 03, 2023, at 7:30 P.M.**

Meeting was called to order at 7:30 PM by Policy & Procedure Committee Chair Melanie Woodruff.

In Attendance: Committee Members - Melanie Woodruff (Committee Chair), Sharon Denson and Marie Young Guests Attending - Barbara Greenberg

Quorum established.

Agenda Items Discussed

- Finalized Bidding / Procurement Checklist (1008PCL). Melanie will present this to the Workshop and then to The Trustees at the Trustees Meeting for a vote.
- Worked on Annual Budget Hearing Procedure. This document doesn't need a procedure / policy number.
- Worked on Charge for the Budget Meeting Temporary Committee.
- Made changes requested by the Board of Trustees on Budget Hearing Agenda 1002BA. Melanie will take 1002BA to the Workshop for discussion and then present it to the Board of Trustees Meeting for approval.

Meeting adjourned at 8:45 PM