

**Bayshore Gardens Park & Recreation District
Policy & Procedures Committee Meeting Minutes
Monday; February 26, 2024, at 10:30 A.M.**

Meeting was called to order at 10:28 AM by Policy & Procedure Committee Chair Cori Howell.

In Attendance: Committee Members - Marie Young and Sharon Denson

Quorum established.

Agenda Items Discussed:

- Policy and procedure to establish set communication for contracted jobs that includes sign off on job completion and organization and preservation of project information.
- Project Manager Coordinator 1008PCM
- Review and edit 1008PCM

Meeting adjourned at 10:58 AM