

**Bayshore Gardens Park & Recreation District  
Policy & Procedures Committee Meeting Minutes  
May 4, 2021 @ 7:00PM**

**In Attending:** (Committee Chair) Melanie Woodruff, (Committee Member) Sharon Denson and Marie Young, (Visitors) Belle Baxter, and Steve Watkins. A quorum was established.

1. The Meeting was called to Order at 7:00 PM by Melanie Woodruff (Committee Chair)

**Agenda Items Discussed**

2. Attorney Contact Policy 1012P - Finished final proposed changes to this policy for presentation at the next BOT Work Session.
3. Marina Work Area Contract 1005 WAC - Finished final proposed changes to this contract for presentation at the next BOT Work Session.
4. Marina Boat Slip Agreement - A short discussion about length of contract, i.e., 6 months non-residents and 1 year for residents. This contract will be reviewed next committee meeting.
5. There was a discussion about how to accelerate some of the work on the policies and contracts. Review of procedures and contracts that were changed without BOT approval will need to be worked on, but the unaltered documents need to remain in force. S. Denson volunteered to compare and contrast current (in office) documents with what she has as originals.
6. S. Denson will prepare draft changes to 1012 P and 1005 WAC for presentation to the Board.

Topics for next meeting – Comparing current and past documents. Work on the Marina Boat Slip Contract.

Meeting adjourned at 8:00 p.m.

Melanie Woodruff