

**ANNUAL MEETING AGENDA**  
 Redwood Coast Developmental Services Corporation Board of Directors Meeting  
**Friday, July 27, 2012, 7:00 p.m.**

Redwood Coast Regional Center – 1116 Airport Park Blvd., Ukiah, CA

For information: (707) 445-0893, ext. 317

	QUESTION or TOPIC	Owner	Decision or Information	Outcome	Come prepared to	Allotted Time
7:00 p.m. 1.	a. Call to Order/ Roll Call b. <b>Closed Session</b>	B. Fontaine	a. Attendance b. <b>Closed Personnel Matter</b>	Acknowledge quorum	a. Confirm attendance b. Address Exec. Dir. Perf. Evaluation	4 min 17 min
7:21 p.m. 2.	Select Timekeeper, Introductions, Reading of Vision	B. Fontaine	Information	Affirmation of Vision	Read the Vision	5 min
3.	<b>Approval</b> of the Agenda	B. Fontaine	<b>Motion to approve agenda</b>	Set agenda	Approve the agenda	2 min
4.	<b>Approval</b> of May 12, 2012 Minutes	B. Fontaine	<b>Motion to approve minutes</b>	Confirm minutes	Approve minutes	2 min
5.	Community Input	B. Fontaine	Information	Public input	Listen	3 min each
7:36 p.m. 6.	Executive Director's Report	C. Jones	RCRC's long range planning and year-end performance report.	More fully informed Board members		20 min
7.	Administrator's Report	P. Okey	Provide information	All necessary contracts are up to date	Approve contract signing, if needed.	10 min
8:08 p.m. 8.	Finance/Audit Report	T. Leighton	Provide Information	Understand funding	Receive information and ask questions	5 min
9.	Executive Committee Report	B. Fontaine	Submit recommendations regarding the Exec. Director's Performance Review.	Completion of Exec. Director's Performance Review.	Discuss and decide.	15 min

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10.	Vendor Advisory	P. Jensen	Information	Updates	Listen	5 min
8:33 p.m. 11.	ARCA Report	C. Boudreau	Information	Receive report	Ask questions	5 min
12.	ARCA CAC	B. Ward	Information			5 min
13.	Election Committee Report	B. Fontaine	Election results		Listen	2 min
8:45 p.m. 14.	Ad Hoc - CCS	T. Leighton	Information	Update	Listen	5 min
15.	Tabled/Unfinished/ Old Business	B. Fontaine	Decision	Calendar board meetings for 2012-2013	Approve 2012-2013 meeting schedule	5 min
16.	New Business	B. Fontaine	a) Board Recognition b) Seat new members c) Administer Oath to Board Members d) Elect 2012-2013 officers e) Facilitator Code/Oath f) Collect Conflict of Interest papers	Establish the board of directors with necessary committees and committee chairs.	Volunteer	20 min
9:15 p.m. 17.	County by County Liaison	All	Information	Board members informed about topics in all 4 counties.	Report on topics of significance in your region.	3 min each
18.	Community Input	Public	Information	Learn of topics of significance to community members.	Listen	3 min each
9:30 p.m. 19.	Adjourn	B. Fontaine			Close the meeting	1 min