

**Agenda for Pinos Altos MDWCA Board Meeting
6P December 18, 2024**

- I. Call to Order and Determination of Quorum
- II. Approval of Agenda
- III. Approval of Minutes for previous meeting
- IV. Public Input
- V. New business part 1 – consider resolution:
“To improve orderly conduct of Board meetings:
Whereas, The Association’s Articles and Bylaws specify no specific rules for the conduct of meetings, therefore be it Resolved, That Board meetings be conducted under Robert’s Rules of Order Newly Revised in Brief, 3rd Edition, modified as follows:
 1. Each speaker shall be limited to two minutes at a time, with each member having the right to speak twice;
 2. Motions to extend limit of debate or call the previous question shall require a simple majority to pass.”
- VI. Closed meeting to discuss limited personnel matters
 - motion to close meeting with roll call vote
 - upon return to open meeting, statement that discussion was limited personnel matters only
 - vote on any final action taken in closed meeting
- V. Reports: questions regarding bookkeeper and officer reports
- VI. Unfinished Business
 - Next bill pay order
 - draft questionnaire and cover letter
- VII. New Business part 2
 - new memberships
 - 2025 budget
 - consider formal personnel policy: job descriptions, employee handbook
 - equipment inventory, storage organization
- VIII. Confirm next Board meeting on January 16, 2025 @ 6p
- IX. Adjourn