

DRAFT #4 (1-4-2017)

**ORIENTATION**

**Standing Committees of the Board of Commissioners of Mill Creek MetroParks**

Date: January 21, 2017 Time: 10:00 a.m. Place: MetroParks Farm

Attending from MCMP: Judge Rusu, Board Members, Executive Director, Legal Counsel,  
Office Manager, Ex Officio Staff Members of Standing Committees

Attending from Standing Committees: Appointees to Standing Committees

Others Attending: Media, Public

**AGENDA**

1. Call to Order and Welcome
2. Brief Self-Introduction of Attendees
3. Distribution of List of Appointees to Standing Committees
4. Review of the Mission of the Mill Creek MetroParks
5. Review of the Board-Approved Policy on Standing Committees
6. Review of Ohio law on Public Meetings (ORC 121.22)
7. Review of Ohio law on Park Districts (ORC 1545)
8. Review of the MCMP Website and the MCMP E-Mail System
9. Informal Meetings of Members of the Standing Committees to Select Date, Time, and Place of First Official Meeting of the Seven Committees
10. Announcement of the Dates, Times, and Places of the First Meetings of the Seven Committees
11. Review of the Agenda for the First Official Meeting of the Standing Committees; at the First Official Meeting, Committee Members will...
  - a. Introduce themselves, give brief personal backgrounds, and explain their knowledge of and interest in MCMP;
  - b. Exchange contact information (name, address, phone, e-mail);
  - c. Select a chairperson and a secretary for year one;
  - d. Decide on a quorum (three or four appointed members);

- e. Clarify procedures to comply with the Ohio Open Meetings Law (including keeping, approving, and distributing minutes, and providing notice of meetings);
- f. Clarify committee policy on dealing with the media;
- g. Review and discuss the charge of the committee and other provisions of the Board-approved policy on standing committees;
- h. Set two or more goals for the committee during year one;
- i. Discuss possible topics for Work Sessions of the Board;
- j. Identify optimal meeting days and times for future meetings;
- k. Select the date, time, and place of the next meeting;
- l. Set the agenda for the next meeting;
- m. Discuss and agree on reports to the Board, including format and majority and minority reports;
- n. Other.

## 12. Questions and Answers

## 13. Adjournment