

November 15, 2018

From: Rick Brown
PCWIN Executive Director

To: PCWIN Board of Directors and Executive Committee

Re: PCWIN Executive Committee / Board of Directors Proposed Meeting Schedule for 2019

I propose the following schedule for Executive Committee and Board of Directors 2019 meetings:

January 17 – Executive Committee
February 14 – Board of Directors
March 21 – Executive Committee
April 18 – Executive Committee
May 16 – Board of Directors
June 20 – Executive Committee
July 18 – Executive Committee
August 22 – Board of Directors
September 19 – Executive Committee
October 17 – Executive Committee
November 14 – Board of Directors (Executive Committee as needed)

The August 2018 Business Plan states that, “The Executive Committee will conduct regularly scheduled meetings. These meetings shall be held at least once monthly prior to the Board of Directors’ meeting”. It also states, “The Board of Directors shall hold regular meetings monthly, except to the extent that, and for such periods of time as, the Board of Directors shall determine that regular meetings should be held more or less frequently”.

I believe this schedule meets the intent to regularly meet and have an active and engaged Governance structure. With your permission I will implement this new schedule. The Business Plan also states that the members of either committee may call additional meetings as needed.