Board Members present: Mary McGann (Chair), Kevin Fitzgerald (Vice-Chair), Kalen Jones (Treasurer), Pam Hackley, Janet Buckingham

Others Present: Deborah Barton.

**CALL TO ORDER:** By Chair Mary McGann at 10:03am as a quorum was present.

**Special Meeting**

Mary McGann opened the meeting thanking the Board members and Debby Barton for attending.

# Kalen Jones moved/Janet Buckingham seconded to enter closed session to discuss the character, professional competence, or physical or mental health of an individual (or individuals) {UAC 52-4-205 (1)(a)}. Motion carried five to zero. Special meeting suspended at 10:06 to enter closed session.

# Closed Session Attending the closed session were Mary McGann, Kevin Fitzgerald, Kalen Jones, Pam Hackley, Janet Buckingham and Deborah Barton.

# Special Meeting. Kevin Fitzgerald moved/Kalen Jones seconded to re-open the special meeting at 10:53 am. Motion carried five to zero.

Discussion ensued concerning administrative items not on the agenda but that were germane for advance planning purposes.

1. Agenda for next Regular ACB meeting, August 9, 2018 to include approval of four sets of meeting minutes – July 5 Special, July 12 Regular, July 26 Special, and July 31 Special. Janet Buckingham asked that the agenda discussions at meetings be streamlined and guest speakers to be given a time limit to expedite discussion on action items. A number of suggestions were discussed. Debby Barton asked for clarification on agenda review. Mary McGann would still like to have draft agendas circulated to all ACB members for review and input. Pam Hackley suggested adding to the agenda template a place where advance planning/future considerations could be discussed to capture topics that need covering.
2. Janet Buckingham would like Debby Barton and staff to review and revise the complaint and grievance processes in the Employee Handbook. From her perspective, they seem too fluid and need ‘tightening up’ including describing the role of ACB members in these processes. This topic will be for September meeting.
3. Debby Barton will be presenting draft amended 2018 and 2019 budgets as Chris Baird with Grand County is requesting this earlier than in past years. Mary McGann noted that TRT monies allocation has not been decided by Grand County Council and that there is strong pressure to curtail funds that come to the District due to other demands and that some Council members have expressed opposition to the use of TRT funds for recycling.
4. Janet Buckingham asked Kalen Jones if he had an update on the RFP for the waste hauling contract; Kalen said progress is happening but slowly.

# CLOSING:

Next meeting will be a Regular Meeting of the Board: August 9, 2018 at 4:00 pm at the District Offices, 100 Sand Flats Rd.

Adjournment: Kevin Fitzgerald moved/Janet Buckingham seconded to adjourn the meeting. Motion carried five to zero. Meeting adjourned at 11:15am.

Respectfully Submitted,

Pam Hackley, Administrative Control Board member