

Meeting Date: June 27, 2016
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Future Board Meeting Schedule and Format **June 27, 2016**

RECOMMENDATION

Staff recommends the following for future Conservancy Board Meetings:

- The Board extends its meeting time to 1 p.m. in order to accommodate occasional extra time needed to conduct business.
- Board members should hold the morning of the 4th Wednesday of every month for regular and potential extra Board meetings.
- The Board should hold 1-2 meetings per year in the Delta, rotating locations. These meetings would be held in the evening.
- The Board should hold an annual “Conservancy Board Retreat” to connect with our mandates, strategic plan and evaluate overall Conservancy performance.

BACKGROUND

Board members and staff have discussed the potential need to make changes to the Conservancy’s current board meeting schedule and meeting location. Several important informational agenda items have been removed from recent board meeting agendas due to lack of time.

Currently, the Conservancy Board meets on the fourth Wednesday of every other month from 9 a.m. to 12 p.m. at the Conservancy’s office in West Sacramento. When circumstances arise, or business needs to be expedited, the Board has met on the off-months between regularly scheduled meetings.

OPTIONS

There are two options for creating additional time for the Board to conduct its business. The first option is to meet more frequently. This is challenging due to Board Member’s busy schedules and additional workloads on limited Conservancy staff. The other option is to lengthen the time of the currently scheduled Board Meetings. Staff believes that an extra hour during the Board meeting should be sufficient for the Board to conduct all of its business. Since the hour is only there in case the Board needs it, Board Members time can be best managed without adding extra meetings to their schedules.

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The Board typically meets in January, March, May, July, September, and November, with periodic extra meetings to address time sensitive issues. We would like to propose that Board continue to meet on this every other month schedule but that members also reserve the morning of the 4th Wednesday of every month to allow extra meetings to be scheduled as needed.

In the first few years of existence the Board met in a variety of locations throughout the Delta. The purpose of the offsite meetings was for the Conservancy to establish a presence in the community and improve public participation, and to a lesser extent make travel more equitable for members in the south Delta. Currently, both the Delta Protection Commission (every meeting) and the Delta Stewardship Council (at least two times per year) meet within different areas of the Delta. The Board should consider having at least 1-2 meetings per year in the Delta rotating to different locations. In order to provide increased access to the public, it is recommended that these meetings be held during the evening.

It would be valuable for the Board to meet once per year to focus on the Board and overall Conservancy performance. This would be an opportunity to reconnect with our enabling language and mandates, our strategic plan and our past and future performance. To comply with Bagely Keene Act requirements, these meetings would need to be publically noticed and public members could attend.

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