



Board Meeting Date: **March 3, 2021**

A. Standing Items - items that are always on the agenda of a regular meeting

- a. Call to order:
- b. Take attendance (of Executive Board Members Present)
- c. Approval of Agenda
- d. Approve Minutes from February 23, 2021
- e. Appoint Richard Matthews as Acting Parliamentarian for this meeting.
- f. Executive Board reports
- g. Committee Director reports

B. Last Meeting's Business - discuss topics that were not completed in a previous meeting or action items that are due

- a. Board calendar: Decide March date(s) for our two monthly emails, 1) membership email and 2) update to non-members.

C. New Business - new topics for this week's meeting

- a. Appoint Grievance Committee members.
- b. Bylaws review: Create Bylaws committee to review edits from attorney.
- c. First Membership meeting: Discuss date and create ad hoc committee to discuss agenda and presentation.

D. Finances:

- a.

E. Housekeeping - standing items at the conclusion of the meeting

F. Public Participation

- a. **To provide public comment, you may submit written comments by email to info@santaclaritavalleydemocrats.com or state your intent to make a public comment in the "comments" section of Zoom chat. Comments may be made to a maximum of three minutes unless otherwise noted by the Chair. No action will be taken on any item not appearing on the agenda.**