

**Business Employment Skills Team, Inc.
Board of Directors Bylaw Committee Meeting
September 29, 2014**

The BEST, Inc. Bylaw Committee Meeting was called to order at 10:00 a.m. by Chairman Rick Ketchum.

MEMBERS PRESENT: Rick Ketchum, Ron Smith, Joe Panzica

MEMBER ABSENT: Betty Steinert

OTHERS PRESENT: Pam Furlan, Jo Ann Johnson

Approval of Meeting Minutes

Joe Panzica motioned to approve the December 16, 2013 Meeting Minutes as submitted. Motion was seconded by Ron Smith and carried.

New Business

Policy on Meetings via Electronic Means

Pam informed members that the Open Meetings Amendment as it was passed by the Governor on August 18, 2014. She reminded members that the draft Policy on Meetings via Electronic Means was presented to the BEST Board at their August meeting, but some questions were raised and further clarification was needed.

Referring to the draft Policy on Meetings via Electronic Means that was included in the meeting materials, Pam reviewed the corrections that were highlighted for members.

After discussion, Ron motioned to recommend to the BEST Board approval of the Policy on Meetings via Electronic Means and include the Procedures #1 - #15 as an addendum to the BEST Board of Directors Bylaws. Motion was seconded by Joe Panzica and carried.

Rick asked that the Policy and Procedures be included with the BEST Board Meeting materials keeping the highlighted sections identified.

Other Business

Pam informed members that Jo Ann is researching teleconferencing systems and developing a list of public meeting sites.

Public Comments

None

Adjournment

With there being no further business, Ron Smith motioned to adjourn. Motion was seconded by Joe Panzica and carried. Meeting adjourned at 10:30 a.m.

Jo Ann Johnson

