



**BOARD MEETING MINUTES
January 9, 2008 – 8:30 a.m.**

Tahoe City Public Utility District

FINAL MINUTES

BOARD MEMBER ATTENDANCE: Dave Wilderotter, Dan Tester, Alex Mourelatos, Graham Rock, Debbie Casey, Ron McIntyre, Tom Murphy, Debra Dudley and Adam Wilson (8:43 a.m.)

STAFF IN ATTENDANCE: Steve Teshara, Ron Treabess, Kym Fabel, Andy Chapman, Sally Lyon and Sarah Holster

OTHERS IN ATTENDANCE: Lolly Kupec, Alvina Patterson, John Wilcox, Andrew Cristancho, and Lauren O'Brien

1.0 CALL TO ORDER – ESTABLISH A QUORUM

- 1.1 The Board meeting was called to order at 8:30 a.m. by acting Chair Debbie Casey and a quorum was established.

2.0 PUBLIC FORUM

- 2.1 Alvina Patterson addressed the Board of Directors in regards to NLTRA Marketing efforts. She asked why there was no advertising of our Web site in the San Francisco Chronicle for the last four months. In addition, there was no advertising of North Lake Tahoe in AAA magazine during the last four months, but Truckee had an ad. She expressed concern regarding the promotion of Truckee lodging properties by Placer County when those properties do not collect TOT. Alvina feels Christmas this year was slow and there is no reason for that. Steve said the NLTRA will respond in writing to Alvina's questions and relay her concerns to Jennifer Merchant with Placer County for a County response as to why Placer County TOT promotes non TOT paying Truckee properties. Debbie Casey said the NLTRA would provide information related to what ads were placed. She encouraged Alvina to participate in the upcoming NLTRA marketing workshops that will address issues related to the promotion of Truckee lodging properties. Alvina requested examples of the NLTRA's marketing efforts to discuss their value and how they can be improved.
- 2.2 John Wilcox announced upcoming events sponsored by the Squaw Valley Institute (SVI). On January 27th, Dick Dorworth will present his book titled, *Night Driving, Invention of the Wheel and Other Blues*. Robert Coats will discuss the impacts of climate change on the Lake Tahoe basin on February 1st. On February 11th, Doug Stoup will discuss his attempt to cross country ski 660 miles to the South Pole retracing the route Ernest Shackleton was unable to complete

in the early 1900's. All events are scheduled to be held at PlumpJack Conference Center in Squaw Valley beginning at 6:30 p.m. with a no host bar.

- 2.3 Debbie Casey thanked Roger Kahn for his past service as a NLTRA Board member and serving as Board Chair for 2007. She also welcomed new Board members Tom Murphy and Debra Dudley.

3.0 AGENDA AMENDMENTS AND APPROVAL

- 3.1 **M/S/C (Tester/Rock) (8/0) to approve the agenda as presented.**

4.0 CONSENT CALENDAR - MOTIONS

- 4.1 Steve Teshara noted that the consent calendar includes the approval of the Community Marketing Program grant for the Northstar Village Retailers Association (NVRA), as recommended by the Chamber Advisory Committee.

- 4.2 **M/S/C (Tester/McIntyre) (8/0) to approve the consent calendar as presented, including approval of the Community Marketing Program grant for the Northstar Village Retailers Association (NVRA).**

5.0 ELECTION OF BOARD OFFICERS FOR THE NORTH LAKE TAHOE RESORT ASSOCIATION, NORTH LAKE TAHOE CHAMBER OF COMMERCE AND TAHOE NORTH VISITORS AND CONVENTION BUREAU FOR CALENDAR YEAR 2008

- 5.1 Debbie Casey presented a proposed slate of recommended NLTRA Board officers for calendar year 2008. The slate includes Debbie Casey, Chair; Alex Mourelatos, Vice Chair; Dan Tester, Secretary; and Ron McIntyre, Treasurer. Following discussion, there was consensus that this was an appropriate slate of officers for Board consideration.

- 5.2 **M/S/C (Wilderotter/Rock) (9/0) to elect the proposed slate of recommended officers for the North Lake Tahoe Resort Association, the North Lake Tahoe Chamber of Commerce, and the Tahoe North Visitors and Convention Bureau for calendar year 2008. Those elected include Debbie Casey, Chair; Alex Mourelatos, Vice Chair; Dan Tester, Secretary; and Ron McIntyre, Treasurer.**

- 5.3 Debbie Casey discussed her goals for the upcoming year. She would like to improve on consensus building and strengthen partnerships with the community and Placer County. Secondly she would like to address marketing issues including our marketing vision and related policies. In addition, she would like to make service on the Board easier by reducing required committee assignments to one committee and having concise Board meetings.

6.0 DISCUSSION AND POSSIBLE ACTION ON PROPOSED POLICY CHANGE RELATED TO REQUIRED NUMBER OF BOARD MEMBER COMMITTEE ASSIGNMENTS

- **BOARD MEMBERS TO FINALIZE AND SUBMIT COMMITTEE ASSIGNMENT REQUESTS FOR 2008**

- 6.1 Debbie Casey reviewed the proposed policy change related to the number of required Board member committee assignments. Currently each Board Member is required to serve on two committees. The proposed change is to reduce the requirement to a minimum of one committee. Debbie noted that this requirement

does not preclude anyone from serving on two committees. She said it is important to note the importance of establishing a quorum at each committee meeting. As specified in the bylaws, each committee is required to have two or more Board directors present to take action on the Board's behalf. Debbie said that if the change is made, the Board has to make a conscious commitment to attend the committee meetings.

6.2 Debbie reported that she has spoken with each Board member to get a sense of their committee assignment preferences. She was able to accommodate most requests. The slate is as follows:

- **Finance - Ron McIntyre and Debra Dudley**
- **Chamber - Dave Wilderotter and Alex Mourelatos**
- **Transportation - Adam Wilson and Graham Rock**
- **Infrastructure – Tom Murphy and Debbie Casey**
- **Marketing – Dan Tester and Roger Beck**
- **Lodging Subcommittee–Alex Mourelatos, Dan Tester, and Adam Wilson**

6.3 In addition, she asked the Board to submit their secondary preferences for committee assignments. She noted that as the Board Chair she will serve on all the committees. Those committee assignment requests were submitted to NLTRA staff and tallied.

6.4 **M/S/C (McIntyre/Wilson) (9/0) to approve the NLTRA Board committee assignments as follows:**

- **Finance – Ron McIntyre, Debra Dudley, Graham Rock and Debbie Casey**
- **Chamber – Dave Wilderotter, Alex Mourelatos and Debra Dudley**
- **Transportation – Adam Wilson and Graham Rock**
- **Infrastructure – Ron McIntyre, Tom Murphy, and Debbie Casey**
- **Marketing – Dan Tester, Debbie Casey, Roger Beck, Debra Dudley, and Graham Rock**
- **Lodging Subcommittee–Alex Mourelatos, Dan Tester, and Adam Wilson**

7.0 DISCUSSION AND POSSIBLE ACTION ON NEW COMMITTEE APPOINTMENTS

7.1 Debbie Casey announced the slate of proposed 2008 committee appointments. She noted that there was strong interest in all committees for this upcoming year, especially for Marketing. There are six lay member seats available on the Marketing Committee and eleven applications submitted. Debbie reviewed the criteria for Marketing Committee appointment which includes having a strong marketing background. Other considerations include having good representation of our business affiliations and a geographic spread. Steve Teshara reported that consistent with Board direction, the Ad Hoc Committee will be established as a formal Subcommittee of the Marketing Committee. They will provide recommendations to the Marketing Committee related to GoTahoeNorth.com and other marketing programs and efforts as they relate to lodging suppliers. He said the subcommittee is a good opportunity for lodging suppliers to weigh in on marketing related issues. Debbie noted that input from this subcommittee will be crucial as we go through our marketing workshops.

7.2 Dan Tester expressed concern about the Marketing Committee slate. He said there are three instances where there is more than one representative from the same company on the committee. Debbie said in the past there has been a

conflict with the Board Chair, but that was considered acceptable since the Chair sits on all committees.

- 7.3 Ron McIntyre said he is less concerned with having two representatives from the same company on the committee, but there should be proper representation for small businesses. Dave Wilderotter agreed and said the slate is resort heavy for marketing. Steve Teshara reminded the Board that the Lodging Subcommittee has representatives from small lodging and they are a key part of the Marketing Committee process. Debra Dudley noted that the slate consists of some of the best marketing minds in the basin from a broad spectrum with years of experience. She said they all have experience with big picture marketing and branding. Dave agreed but feels that some of the membership doesn't necessarily want "big picture marketing". He feels the committee would benefit with another point of view. Alex Mourelatos cautioned the Board about creating a contentious environment on the committee, but feels that we should expand the committee to accommodate as many perspectives as possible. Debbie said there is a limitation to how many people can serve on the committee. She noted that a committee too large ceases to be an effective committee. Alvina Patterson said it is important to have representatives from the Lake on the Committee. Dave agreed and said those applicants that were not included on the slate are also marketing professionals. They are tied to small lake businesses and they should have a voice. Debbie noted that we also need to keep committee continuity from last year.
- 7.4 In regards to having two representatives from the same company on the Committee, Tom Murphy offered to give up his spot to Christine Horvath. Debbie Casey said she had tried to contact Roger Beck regarding this issue, but had not heard back after leaving a message; both he and Les Pederson are at a meeting in Florida. She said Roger has expressed strong interest in serving on the Marketing Committee. This was before he realized that being on the committee would impact Les Pederson's ability to serve. However, since Debbie had not been able to discuss this situation with Roger, she was reluctant to remove him from the committee. With the understanding that Sue Hyde and Christine Horvath could remain lay member candidates, but Les Pederson could not, Debbie asked for a ballot vote by the Board to determine the six lay member applicants for appointment to the Marketing Committee. After a total of three ballots to break tie votes, the following slate was developed for Board consideration:
- Julie Maurer, Booth Creek Ski Holdings
 - Steve Tremewan, Cal Neva Resort
 - Christine Horvath, Squaw Valley Ski Corp.
 - Ron Parson, Granlibakken Resort
 - Lolly Kupec, Wild West Communications Group
 - Sue Hyde, East West Partners
- 7.5 Steve Teshara noted that Lolly Kupec was also proposed to serve as a member of the Chamber of Commerce Advisory Committee. Since Lolly was in the audience, he asked her if she wanted to serve on this committee in addition to the Marketing Committee. Lolly answered that she preferred to serve only on the Marketing Committee. She thanked the Board for its consideration. Note: For a complete list of all 2008 NLTRA Board and Lay Member Committee Appointments, see attached list.

- 7.6 **M/S/C (McIntyre/Wilson) (9/0) to approve the slates of all committee appointments as presented with the removal of Lolly Kupec from the Chamber of Commerce Advisory Committee, as she is now proposed as a member of the Marketing Committee and to approve the amended Marketing Committee slate.**
- 8.0 **DISCUSSION AND POSSIBLE ACTION ON A REQUEST FOR INFRASTRUCTURE FUNDS UP TO \$138,000 TO PREPARE A REGIONAL WAYFINDING SIGNAGE PROGRAM GUIDELINES MANUAL AND DEFINE DEMONSTRATION SIGNAGE PROJECT(S) TO ILLUSTRATE THE USABILITY OF THE MANUAL**
- 8.1 Ron Treabess summarized that the Joint Committee and the NLTRA Board approved the release of the RFP for the preparation of a regional wayfinding signage program guidelines manual at their June and July (2007) meetings respectively. The deadline for interested firms to submit their proposals was September 14th. The selection panel of the steering committee reviewed the submittals and requested that the two firms, Carrier Johnson and Wild West Communications, work together on the project to complete the manual and define a demonstration signage project to illustrate the usability of the manual. The total cost for the manual, not including the demonstration project, is not to exceed \$138,000. He said that if approved, the CEO's office is ready to present the project and proposed funding allocation to the Board of Supervisors at their next meeting.
- 8.2 Graham Rock asked who would be lead agency for this project. Ron reported that the NLTRA is the lead agency. In partnership with the Advisory Committee, Ron will work with the project consultants. Ron clarified that the manual will define the signage policies including design criteria and the permitting process. Ron reported that last year \$75,000 was earmarked for the project and \$12,225 was spent on developing the RFP, leaving a balance of \$62,000. This year we have an additional \$100,000 that has been budgeted. He said there are future monies for funding sign development. Alex Mourelatos asked if the business associations are aware of the signage program. Ron reported that he will develop a plan to provide ongoing updates to the business associations. Lolly Kupec noted that the consultant's first task is to get feedback from the community related to the program. In answer to Ron McIntyre's question about signage criteria, Ron explained that sign criteria is detailed in the scope of work and will be defined in the manual.
- 8.3 **M/S/C (McIntyre/Mourelatos) (9/0) to approve the Infrastructure allocation of up to \$138,000 to prepare a regional wayfinding signage program guidelines manual and define demonstration signage project(s) to illustrate the usability of the manual.**
- 9.0 **DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE RELEASE OF RFP FOR THE FEASIBILITY STUDY OF PERFORMING ART CENTER(S) IN THE NORTH LAKE TAHOE-TRUCKEE REGION**
- 9.1. Ron Treabess reported that it has been a priority in both the *1995 North Lake Tahoe Tourism Development Plan* and the *2004 North Lake Tahoe Tourism and Community Investment Master Plan* that the NLTRA take a regional look at establishing a Performing Arts Center in our area. In December 2006, NLTRA staff arranged a meeting with other interested parties and organizations working to establish a performing arts facility to coordinate cooperatively with one another

and avoid duplicative efforts. NLTRA staff partnered with the Arts and Culture Council of Truckee Tahoe (ACCTT) and the Incline Vision Arts Cultural and Heritage Committee (IVACHC) in securing the services of Lauren O'Brien with Streamline Consulting Group for the preparation of a Request for Proposals (RFP) for the Feasibility Study of Performing Art Center(s) in the North Lake Tahoe-Truckee Region. Ron reported that the NLTRA used research and planning funds to pay for the preparation of the RFP. RFP proposals are due by mid-February. The cost for consultant services will be determined at that time, and an Infrastructure funding request will subsequently come before the Joint Infrastructure/Transportation Committee and the Board. Lauren added that the prospective consultants will receive any pertinent planning documents and information accumulated to date to leverage work that has already been done.

- 9.2 Ron McIntyre asked how consultants will be solicited. Lauren said that she is working with other arts groups to develop a list of top firms which may be interested in bidding on the project. She has done some research to look at for consultants that have done the same work in similar areas. Deb Dudley asked about funding partners. Ron said Lauren has submitted requests for financial participation to many organizations. Tom Murphy asked about the selection process. He felt the 5% preference for local firms should be higher. Ron said we have used a higher percentage in the past and it deterred out of area submittals because they could not compete with local firms. He added that 5% is fairly standard. Ron said all other things being equal, the local firm has an edge, but not to the point where local firms would score higher than more qualified firms. He suggested giving 10% preference to firms using local consultants.
- 9.3 Alex Mourelatos asked if there is an existing mission and vision for arts in our area. Ron explained that each organization has its own mission and vision. It may be a matter of combining or integrating them. Alex suggested that we inquire with local arts organizations to get a broad perspective of arts for our area. Debbie Casey said we need to rely on our consultants to do that research. Tom asked how we will encourage stakeholders to participate. Lauren has scheduled meetings with several stakeholders to confirm their participation in this effort. Tom suggested developing a matrix or levels of participation. Lauren said her requests are based on the capabilities of each organization or company she approaches.
- 9.4 **M/S/C (Mourelatos/Wilderotter) (9/0) to authorize the release of the RFP for the Feasibility Study of Performing Arts Center(s) in the North Lake Tahoe-Truckee Region.**
- 10.0 DISCUSSION AND POSSIBLE ACTION TO APPROVE NOVEMBER 30, 2007 FINANCIAL STATEMENTS**
- 10.1 Sally Lyon reported that the Finance Committee recommended approval of the November 30, 2007 Financial Statements.
- 10.2 **M/S/C (McIntyre/Dudley) (9/0) to approve the November 30, 2007 Financial Statements.**
- 11.0 MARKETING REPORT**
- 11.1 Andy Chapman reported that consistent with direction from the Board, the Marketing Committee meetings are now scheduled for the Tuesday the week

prior to the Board meetings beginning at 2:00 p.m. The change is to allow the meeting minutes to be in the Board packet for review and discussion. Debbie Casey noted that this change is crucial to the upcoming marketing workshops. She hopes to avoid repetitive discussions related to marketing at the Board meetings. NLTRA staff will prepare a schedule of all Board and Committee meetings and distribute to the Board. Alex Mourelatos noted that we need to set meeting dates and times for the Lodging Subcommittee. He suggested monthly meetings through the first six months.

- 11.2 Andy announced the results from the 7th Annual Learn to Ski weekend. He said there were 2600 participants. Tickets cost \$25 and include lift ticket, gear rental and a lesson. \$6,300 in media was placed in the drive market for this program. In addition, each resort donated 20 lift tickets for a radio promotion to generate interest in the program. Andy noted that there were 30,000 page views of the site.
- 11.3 Andy reported that the NLTRA has completed a survey monkey for summer ads. The feedback shows that our message is on target and our ads are effective. He said we are moving forward with a brand awareness study in Los Angeles and Bay Area markets utilizing the firm, Strata Research. Andy reported that Strata Research conducted a pre campaign survey of 200 people in each of our targeted areas. They will conduct a post campaign in L.A. after the TV spots run and a post campaign in the Bay Area in the spring or summer. Tom Murphy asked if we are advertising in the Sacramento market. Andy said in the winter, dollars are focused more in the destination markets instead of drive markets. Tom feels Sacramento is an untapped market. Andy said studies show that Sacramento visitors are more likely to visit the South Shore.
- 11.4 Andy showed the television commercial that began running on Monday, January 7th in selected Southern California markets. Originally the "Click Through" campaign was approved, but due to snow conditions, the creative team went with the Visionary Goggles creative which features Tahoe specific vignettes in a pair of goggles. VisitTahoeNorth.com is the specific URL for the L.A. marketplace. He said the creative team and staff are satisfied with how the spot came out. He said later in the season we will get B-Roll footage with more snow in the background.
- 11.5 Andy reported that there is winter Familiarization Tour (FAM) coming to our region sponsored by the Regional Marketing Committee. Twenty media arrived last night in Reno and will visit the North Shore, South Shore, Reno and Carson City. Tomorrow afternoon they will be skiing and dog sledding in Squaw Valley and dining at the Lone Eagle Grill in Incline Village. The next day, the tour will ski at Northstar. He said there will be a joint sponsored lunch with South Shore at the Thunderbird Lodge on Friday. Nevada Lieutenant Governor Brian Krolicki will be the guest speaker. From there they will go to the South Shore for the next stop on their tour.

12.0 CHAMBER OF COMMERCE REPORT

- 12.1 Kym Fabel reported on the success of last month's holiday mixers. She said the Annual Bank of America holiday mixer in Tahoe City was well attended as well as the new Christmas Tree Village mixer in Incline Village.

- 12.2 She reported that the Chamber is coordinating workshops intended to facilitate development of “in market” collateral with the business associations. The first workshop discussed how to look coordinated, but individualized for each area. The next session will be scheduled in the next couple of weeks.
- 12.3 Kym reported that the Sierra Sun newspaper featured an article about the North Lake Tahoe-Truckee Leadership program. She said there are still a couple of spots available.
- 12.4 Kym announced that the Chamber generated five new members for the month of December and eight renewals.
- 12.5 Kym distributed a schedule of upcoming events beginning with the Snowfest fundraiser/Chamber mixer at GarWoods on January 15th. Snowfest will be requesting a \$10 donation at the door. She reported that the Annual Community Awards nomination forms are due January 16th. She said this is a great opportunity to recognize employees of the year. Kym reported that the Customer Service Academy classes scheduled for January has been postponed until March.
- 12.6 Kym reported that the Chamber Web site received 10% more unique visitors than prior month. 45% of the visitors are finding the site by “googleing”.
- 12.7 Graham Rock asked if there has been any reaction to the chamber membership increase. Kym said renewals are coming in steadily and there has only been one complaint about the increase so far.

13.0 ACTIVITY REPORT

- 13.1 Ron Treabess reported on winter transportation. He noted that ridership is up over last year. Ron said historically the Highway 89 service runs hourly through high season then goes back to two hourly service after April 6th. Placer County DPW/TART, with support from the NLTRA and TNT/TMA, has approached the Board of Supervisors for a budget supplement so hourly service will continue year round. Another advantage to this hourly service is that TART will be able to hire drivers on a full time basis. Dan Tester asked if the Town of Truckee is planning to provide bus service to Glenshire. Ron said that Truckee does feel Glenshire is a high priority for new transit service.
- 13.2 Graham Rock asked for a status report on the North Lake Tahoe Express airport shuttle. Ron said there was revenue of \$68,000 generated in the month of December. He noted some service was interrupted due to recent heavy snow conditions, but the message got out to lodging suppliers and restaurants through the TMA. Graham asked if we have received any feedback about the service. Ron said there are continued comments, primarily positive in nature. Ron said we have made positive changes to the program and anticipate continued increases in ridership going forward. Deb Dudley asked for clarification regarding the schedule. Ron said the service runs on a 2 hour basis beginning at 3 a.m. and ending at 1:00 a.m. Steve noted that it does not run if there are no reservations. Ron said he will get a schedule to Deb. Deb asked about the marketing for the service. Steve said the TMA does extensive promotion of the service including community outreach, print advertising, radio and T.V. Ron added that information can be found on the Web site and marketing is done to every hotel and restaurant. Andy said the NLTRA also promotes the service.

Steve said he would ask Jan Colyer to make a presentation to the Board in the spring. Deb asked if we considered coordinating the service with the South Shore shuttle. Steve said we choose not to participate with the South Shore service.

- 13.3 Ron reported that he has received an application for Infrastructure funding from the Squaw Valley Olympic Ski Museum Committee to prepare a feasibility study.
- 13.4 Dan Tester asked about the status Squaw Valley Wayfinding signs. Ron said the signs have been fabricated and are scheduled to be installed in late January.
- 13.5 Tom Murphy asked about the news year's eve shuttle. Ron said the shuttle ran until 3:00 a.m. He said he would present final ridership numbers at next month's meeting.

14.0 PRESIDENT AND CEO'S REPORT

- 14.1 Steve asked the Board to review the letter submitted by former Board member Roger Kahn related to preparations for the 2012 TOT Tax Initiative.
- 14.2 Steve respectively asked Board members who have not submitted their conflict of interest forms to please do so. He noted that in response to Jennifer Merchant's recent letter expressing concern there may be shortcomings in the new policy, he has asked NLTRA's legal counsel to prepare a response. Steve noted that NLTRA's counsel can assist members of the Board if they have legal questions about how to complete the forms.
- 14.3 **Review and Discussion of 1st Completed Report–NLTRA Organizational Performance Plan – Board Level Metrics** – Steve reviewed each section of the metrics plan and provided a brief analysis. He said NLTRA staff is developing plans for a monthly Click Through report to distribute to the lodging suppliers. He asked the Board to review the metrics document and provide feedback at next month's Board meeting. Steve said once the direction this document is taking is endorsed by the Board, staff will update the document on a regular basis.
- 14.4 **Review and Request for Direction Six Month Strategic Planning and FY-2008/09 Budget Development Plan** – Steve reported that the Six Month Strategic Business Plan for January through June 2007 is included in the packet for review in preparing to provide staff direction for the development of the Six Month Strategic Planning and FY-2008/09 Budget Development Plan. Debbie Casey said the committees need to identify issues that need to be addressed before the budgetary cycle. In addition, we need to determine timeframes for marketing workshops and appoint new committee chairs. Steve suggested staff will begin budget development until the Board provides direction on timeframes for the Marketing Workshops and the facilitated session with Pam Hobday. Debbie reported that she has had a preliminary meeting with Pam Hobday on scheduling a facilitated session. Pam has suggested either one long workshop or two shorter sessions. She added that Pam will send out an assessment to the Board in the next couple of weeks. Debbie said the Marketing Committee will begin advanced planning for the marketing workshops. She said we want to end up with a clear statement arrived in a consensus manner that is acceptable to the Board and Placer County that guides our marketing efforts. Debbie added that it is important to recognize the needs of our constituency and address as many issues as possible to prepare a complete marketing plan. In addition to the

Marketing Committee meetings, she anticipates one or two joint Marketing Committee/Board workshops. Debbie asked Andy Chapman to include these discussions on his agenda for the January 29th Marketing Committee meeting. Debbie said it is important for the Board to also take the responsibility of getting all interested parties to participate in the marketing workshops.

15.0 DIRECTORS' COMMENTS

15.1 Dan Tester congratulated Debbie Casey on chairing her first NLTRA Board meeting. Debbie thanked everyone for keeping their comments and questions brief.

16.0 MEETING REVIEW AND STAFF DIRECTION

16.1 Steve said most importantly, staff will work with the Executive Committee to prepare and implement a schedule for the Six Month Strategic Planning and FY–2008/09 Budget Development Plan.

17.0 ADJOURNMENT

17.1 The Board meeting adjourned at 11:20 a.m.

Submitted by,
Sarah Holster
Executive Assistant