

Communication and Policy Committee Meeting

July 1, 2010

The Committee meeting was called to order at 2:35 pm in Hinckley Minnesota.

In Attendance were, Marty Sheerer, Paul Klapprich, Bill Mund, John Strongitharm, Jerry Rosenthal, Randy Polzin, Bob Brown, Jenna Noah, and Executive Director Tom Brace.

The first item of business was to develop a policy relating to the issue of past due magazine add accounts. It has been brought to the attention of the committee that there are magazine add customers that are up to 5 published issues in the rears of paying their invoices. Proposed Policy 600 has been developed to help the Executive Director and Magazine Editor to deal with these issues. See Attachment. This will be presented to the Board of Directors for approval at the October meeting.

The second issue was to formalize the Directors Roles and Responsibilities, Policy 108 has been to help define and guide the newly elected remind the seasoned Board of Director of their duties as a Member of the Board. See Attachment. This will be presented to the Board of Directors for approval at the October meeting.

The third issue was to formalize the Recognition and awards Policy. The Board of Directors has previously approved the awards level (Gold, Silver, and Bronze) but this item had not approved as a policy. Policy Draft-10 has been developed to provide for fair and consistent giving of Recognition Awards. See Attachment. This will be presented to the Board of Directors for approval at the October meeting.

The forth issues discussed was Grand Rapids Retreat Goal # 3, Utilize webinars and video-conferencing. Marty Sheerer, Bill Mund, Jerry Rosenthal and John Strongitharm and offered to work on this issue, these gentlemen are presently using these systems and have extensive background in the subject. This group will be exploring options such as, state wide access, security, costs, and voting. John Strongitharm offered help from the Duluth Fire Department which is in the process of writing standard operating guidelines policy governing the operation of this new technology which Duluth is willing to share with the MSFCA. Webmaster Tim Farmer will be involved in this process and technology may be able to be offered through the MSFCA web site. We are hoping to test technology for the September Communication and Policy meeting.

Meeting adjourned 4:16 pm

Randy Polzin Committee Chair

