

Golden Sands Resource Conservation & Development Council, Inc.
Personnel & Finance Committee Meeting Agenda

May 21st, 2020

Join Meeting Online: <https://us02web.zoom.us/j/7153436215>
Call in to meeting (no visuals): Phone number 1 (312) 626-6799 and meeting ID number 715 343 6215

9:00 AM – 10:00 AM

Call to Order _____ Hernandez
Introductions _____ Hernandez
Minutes Approval _____ Committee

1. Discussion and Possible Action – Treasurer’s Report
2. Discussion and Possible Action – Financial Procedures
 - a. Review 2020 budget approved over email.
 - b. 2019 Extra Overhead Revenue
 - c. Endowment Quarter 1 2020 performance report
3. Discussion and Possible Action – Staff & Membership
 - a. Personnel Reviews Completed: Burzynski, Bouressa, Thorstenson
 - b. Burzynski / Bouressa now full-time.
 - c. New PT Grazing Planner: Maria Davis
 - d. Seasonal Employees
4. Discussion and Possible Action – Council Purchases
 - a. TSheets for employee timesheets.
5. Discussion and Possible Action – Insurance & Benefits
 - a. Liability policy updates
 - b. Research into health insurance options for staff
6. Discussion and Possible Action – Personnel Policy & Procedure Handbook
 - a. Onboarding/training procedures due to COVID-19
 - b. Office and field procedures due to COVID-19
 - c. Communications/Marketing Strategies
 - i. Newsletter
7. Other Business
 - a. LCC Meeting Updates
8. Adjourn