

STAFF REPORT

SUBJECT: Board Meeting Schedule

MEETING DATE: May 15, 2003

AGENDA ITEM: 13

RECOMMENDATION:

- A. Reschedule Board Retreat meeting to September 18, 2003 in Santa Maria.
- B. Cancel Board meeting scheduled for July 17, 2003.

DISCUSSION:

At its last meeting, the Board decided to schedule a board retreat/work session following its regularly scheduled August 21, 2003 meeting. Staff has learned that the APCD Board will be holding a meeting that afternoon; therefore the retreat will have to be rescheduled. Some of the Board members stated a preference for holding the retreat on the same day as a regularly scheduled Board meeting. It is recommended that the Board reschedule the retreat meeting to September 18, 2003. This is the scheduled date for the September Board meeting in Santa Maria.

Staff proposes that the regular meeting be convened on September 18 at 8:30 a.m. in the Santa Maria Board Hearing Room and that the Board endeavor to complete all business on the regular agenda no later than 10:30 a.m. The meeting can then be adjourned and reconvened at 11:00 a.m. at another nearby location that is more suitable for a retreat/work session (eg., conference room at a local hotel). We can then use the rest of the day for the retreat agenda (no APCD board meeting is scheduled that afternoon).

It is expected that the SBCAG and APCD offices will be relocating into the Casa Nueva building during the last week in June and first week of July. The relocation of our offices will be temporarily disruptive. The diversion of staff time from our normal duties will make it difficult to complete the agenda package for the July 17 Board meeting. Staff proposes that the July Board meeting be cancelled. All of the agenda items tentatively scheduled for the July meeting can be postponed to the August 21 meeting.

COMMITTEE REVIEW: None

STAFF CONTACT: Jim Kemp