

Executive Board Meeting
March 8, 2021
1:00 p.m. – 4:00 p.m.

Via Videoconference/WebEx

AGENDA

The Meeting is Recorded for Minute Taking Purposes

Sites Videoconferencing
TBD

March 8, 2021

President Doug Clafin

- 1.0 Call to Order
 - 1.1 Welcome & Introductions
 - 1.2 *Action Item:*
Roll Call: Review and Approval of the Agenda
 - 1.3 *Action Item:*
Roll Call: Review and Approval of the December 7, 2020 and January 14, 2021 Meeting Minutes
 - 1.4 Public Comment
- 2.0 Highlights of Activities Since the December 7, 2020 Board Meeting
David Thurston will provide a brief report of major activities to date
 - 2.1 Announcement of New Administrator of Tech JPA David Thurston
 - 2.2 Errors and Omissions Insurance Renewed December 2020 Patricia Lawson
 - 2.3 2019/2020 Audit Completed – No Material Findings
Clifton, Larsen, Allen LLP has completed the annual audit of the JPA for 2020. Patricia Lawson will review highlights and key elements of the Management Discussion and Analysis. There were no material findings.
 - a. Highlights & MD&A Review
 - b. Q&A
 - 2.4 *Action Item* Doug Clafin
Roll Call: Approval of the 2019/2020 Audit Report
- 3.0 Administrative Items
 - 3.1 Alpine COE Letter of Withdrawal
Alpine's letter has been included for the record. The Board may want to discuss further.
- 4.0 Budget Review and Development for 2021/2022 Patricia Lawson
The following documents to be reviewed to include the January 14th versions with 3 Year projections from 2021/2022 – 2023/2024. The Board will be asked to review the reserves and deficit spending recommendations to determine an equitable and fair fee schedule for the upcoming fiscal year.
 - 4.1 Budgets Review:
 - a. Maintenance Budget & Fee Schedule
 - b. Research & Development Budget & Fee Schedule
 - i. BEST NET Budget Subcommittee Recommendation – February 24, 2021
 - c. Membership Budget
 - d. Summarized Fee Schedule
 - 4.2 Discussion Doug Clafin
The Board will discuss the presented options in detail and formulate a recommendation for action.
 - 4.3 *Action Item:*
Approval of the 2021/2022 Budgets & Fee Schedules

- 5.0 New Member Considerations – continuation from the December 7, 2020 Meeting
- 5.1 Review of Board Policy Regarding Pricing: One-Time License Fee
(c)Article 2. MEMBERSHIP of the BYLAWS states:
“A new Member will be required to pay a license fee ... The payment by the new Member for the License fee... shall be split and distributed to the current Members according to each Member’s then-current Equity Rights percentage or left in the budget as reserves for future use or used to offset expenses.”
- 5.2 Review of Staff Developed Options
- 5.3 Discussion and Next Steps Regarding Pricing
- 5.4 Review of Board Policy Regarding Equity:
(c)Article 2. MEMBERSHIP of the BYLAWS states:
“A new Member will be required to pay a license fee and may be required or permitted to purchase Equity Rights...Current members may purchase Equity Rights or additional Equity Rights, as determined by the Board of Directors by Super Majority with Equity Rights vote.”
- 5.5 Review of Equity & Historical Calculations Patricia Lawson
5.5.1 Equity Summary from the 2019/2020 Audit
5.5.2 Review of Historical Calculations
- 5.6 Discussion regarding New Member Equity
5.6.1 *Action Item:*
The Board will take action on any decision made regarding New Membership Equity Rights and recommend a revision to the bylaws if applicable. (Requires Super Majority Vote – Members with Equity Rights)
- 6.0 Jt. Subcommittee Report Dhanya Unni
Staff and Chair Dhanya Unni will report on major events since the October Board meeting.
- 7.0 Open Forum
This is an opportunity for Board members to discuss issues of relevance to the membership.
- 8.0 Next Meeting Date/Other Items
• May 17, 2021
- 9.0 *Action Item:*
Roll Call: Adjourn