

November 14, 2019

From: Rick Brown
PCWIN Executive Director

To: PCWIN Board of Directors and Executive Committee

Re: PCWIN Executive Committee / Board of Directors Proposed Meeting Schedule for 2020

I propose the following schedule for Executive Committee and Board of Directors 2020 meetings:

January 23 – Executive Committee

February 13 – Board of Directors

March 19 – Executive Committee

April 16 – Executive Committee

May 21 – Board of Directors

June 18 – Executive Committee

July 16 – Executive Committee

August 13 – Board of Directors

September 17 – Executive Committee

October 15 – Executive Committee

November 19 – Board of Directors (Executive Committee as needed)

The August 2019 Business Plan states that, “The Executive Committee will conduct regularly scheduled meetings. These meetings shall be held at least once monthly prior to the Board of Directors’ meeting”. It also states, “The Board of Directors shall hold regular meetings monthly, except to the extent that, and for such periods of time as, the Board of Directors shall determine that regular meetings should be held more or less frequently”.

I believe this schedule meets the intent to regularly meet and have an active and engaged Governance structure. With your permission I will implement this new schedule. The Business Plan also states that the members of either committee may call additional meetings as needed.