

<b>Sauk River</b>  <b>One Watershed, One Plan</b>	<b>Policy Committee</b>  Meeting #20	<b>Date:</b> December 1 <sup>st</sup> , 2021
		<b>Time:</b> Noon-3pm
		<b>Location:</b> SRWD Office 642 Lincoln Road Sauk Centre, MN 56378

**Facilitator:** Sarah Boser, Plan Coordinator; Cole Loewen, Fiscal Agent      **Note taker:** Sarah Boser

**Invitees:** Policy Committee  
 BWSR  
 Consultant /  
 Other

**Objectives:** ➤ Review Bylaw Edits from Subcommittee  
 ➤ Fiscal Agent Agreement Workshop

**Pre-work:** • Review edits to bylaws

**Please bring:** 3 ring binder, agenda and supplemental information

## Agenda Items

Topic	Lead	Time allotted
1) Review and Approve Minutes and Agenda	President Uphoff	5 min.
2) Logo for Collaborative?	Sarah	15 min.
3) Review Proposed Bylaws	Sarah	45 min.
4) Fiscal Agent Agreement a) Discuss the intentions of the agreement, why it is necessary b) Explain how it is different than the JPCA c) Review agreement	Cole	90 min.
5) Regular Meeting Schedule Discussion	Sarah	10 min.
6) Implementation Team Update	Sarah	5 min.
7) Subcommittee Updates a) Education and Outreach b) Policy and Procedure c) Sharepoint Site d) Project Ranking Tool	Sarah	15 min.

### Process Norms

- Follow Robert's Rules of Order
- Everyone will contribute to the conversation
- Strive for consensus and support the final outcomes/decisions
- Decisions will be based in sound science
- All voices count. All opinions are valid, but offer reasoning behind your thinking
- Ask clarifying questions to seek further understanding
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes

### Preparation Norms

- Meetings will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Request additional information prior to meeting if necessary
- Clear deadlines for assigned tasks to members will be determined; strive to meet them (both in developing materials and responding/providing feedback)

### **Communication Norms**

- Be respectful and promote open communication
- Listen to understand
- Respect each other's opinions
- Stay on topic and pay attention
- Silence phones and exercise proper meeting decorum