



A G E N D A
SPECIAL EXECUTIVE COMMITTEE
Tuesday, May 26, 2015, 9:00 a.m., Administration Conference Room

1. Call to Order
2. Roll Call
3. New Business
 - a. Amend Policy 5026-30 (p.1)
 - b. Amend Policy 5110-30, Executive Committee (pp.2-3)
4. Adjournment

The next monthly meeting date and time will be announced.

GOLDEN RAIN OPERATIONS**ORGANIZATION OF THE BOARD****AMEND****Election of Officers**

The Board shall meet in open session for the purpose of organization immediately following the Annual Meeting. The election of officers shall be in accordance with Robert's Rules of Order. A quorum of the Board must be present for the election of officers. The election to an officer's position shall be for a one-year term.

If the current President is a candidate for that office, the chair will be turned over to the Executive Director or his representative until a new President is elected.

The chair shall call for nominations for each office in the following order: President, Vice President, Corporate Secretary, Treasurer, ~~Deputy Secretary~~.

Nominations should not be seconded. After nominations have been received, the chair shall call three times for additional nominations. If there are none, the chair will declare the nominations closed.

In uncontested elections, the chair will declare the nominated person elected. Where two or more candidates are nominated for an office, the vote will be by written ballot.

The winning candidate must receive a majority of the votes cast. The written ballots will be counted by the recording secretary and a second staff member. A member of the audience will be asked to volunteer as an observer to witness the counting of ballots. The recording secretary will inform the chair of the results.

If there are more than two candidates and no one receives a majority vote, the candidate receiving the fewest votes shall be eliminated and balloting shall continue until one candidate receives a majority vote.

The chair will announce the vote count (if requested) and name of the winning candidate.

Policy

Adopted: 12 Jul 94

Amended: 15 Jul 97

Amended: 16 Mar 99

GOLDEN RAIN FOUNDATION
Seal Beach, California

(May 15)

GOLDEN RAIN OPERATIONS

COMMITTEE FUNCTIONS

AMEND

Executive Committee

COMPOSITION

The Executive Committee shall consist of the **four (4)** elected officers of the Golden Rain Board and the Chairpersons of the Recreation, ~~and~~ Physical Property, **and Mutual Administration** Committees. The Vice President shall be Chairperson and preside at all meetings. In the Vice President's absence, the Secretary or Treasurer, in that order, shall preside.

1. Functions

- a. Receive monthly Personnel reports.
- b. Take essential emergency action on behalf of the Board of Directors.
- c. Review with Administration current matters of interest.
- d. Perform such other activities as assigned or stated elsewhere in policies and/or procedures.

2. Duties

- a. To review and approve assignment of department heads.
- b. To review and approve position descriptions.
- c. Act upon requests for cash payment of more than \$5,000.
- d. Review and recommend operating schedules, job standards and wage rates to the Board of Directors.
- e. Review and recommend any changes, modifications and contracts involved in the operation of the telephone system.

(May 15)

GOLDEN RAIN OPERATIONS**COMMITTEE FUNCTIONS****AMEND****Executive Committee**

The Committee is to function in an advisory or consultative capacity, except in personnel matters relating to manager positions. Committee members shall refrain from regulatory or supervisory activities as these are the functions of Management.

Extension of Committee activity to any phase of implementation shall be preceded by a request from the Administrator.

Policy

Adopted: 24 Jul 67
Amended: 18 Jul 72
Amended: 20 May 75
Amended: 15 Jul 80
Amended: 14 Jul 81
Amended: 20 Aug 85
Amended: 19 Mar 96
Amended: 15 Jul 97

GOLDEN RAIN FOUNDATION
Seal Beach, California