



## EXECUTIVE COMMITTEE

**SUMMARY REPORT**  
**Friday, April 9, 2021**  
**1:00 p.m.**

Action/Request	Person Resp.	Cmte. Referral	F C	BOD	Comments
<b>1. UNFINISHED BUSINESS: Review of Rental Specialist Position Description”</b> CONCURRED to review the Rental Specialist position description at the next scheduled Committee meeting.	Recording Secretary				
<b>2. UNFINISHED BUSINESS: Feedback on the “On Your Own Project</b> CONCURRED to review the newly formatted version at the next scheduled Committee meeting.	Recording Secretary				
<b>3. NEW BUSINESS: Stock Transfer Office Reorganization, Update</b> The Stock Transfer Office Reorganization will be discussed at the next scheduled Committee meeting.	Recording Secretary  Mutual Administration Director				
<b>4. NEW BUSINESS: Information Technology Position Description</b> CONCURRED to review recommended amendments to the Information Technology position description at the next scheduled Committee meeting.	Recording Secretary  Human Resources Director				
<b>5. NEW BUSINESS: Exercise Room Attendant Position Description</b> CONCURRED to review the Exercise Room Attendant position description at the next scheduled Committee meeting.	Recording Secretary				

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<p><b>6. NEW BUSINESS: Member Resources &amp; Assistance Liaison Position Description</b>          CONCURRED to review the Member Resources &amp; Assistance Liaison position description at the next scheduled Committee meeting.</p>	Recording Secretary  Mutual Administration Director				
<p><b>7. GOVERNING DOCUMENTS: Amend 50-1610-3, GRF Membership Eligibility</b>          MOVED to recommend the GRF BOD amend 50-1610-3, GRF Membership Eligibility, as amended.</p>	Recording Secretary			✓	
<p><b>8. GOVERNING DOCUMENTS: Amend 50-1640-4, Active Membership Certificate</b>          CONCURRED to request corporate counsel review 50-1640-4, Active Membership Certificate and return to Committee at the next scheduled meeting.</p>	Recording Secretary  Executive Director				
<p><b>FUTURE AGENDA ITEMS:</b>          The Committee moved/concurred:</p> <ol style="list-style-type: none"> <li>1. Review of Rental Specialist Position Description</li> <li>2. Stock Transfer Office Reorganization, Update</li> <li>3. Information Technology Position Description</li> <li>4. Exercise Room Attendant Position Description</li> <li>5. Member Resources &amp; Assistance Liaison Position Description</li> <li>6. Amend 50-1640-4, Active Membership Certificate</li> <li>7. Amend 30-5093-1, Member/Owner (M/O) Renter/Lessee (R/L) Rules of Conduct</li> <li>8. Amend 30-5093-2, Member/Owner (M/O) Renter/Lessee (R/L) Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties</li> </ol>					