**Legal and Bylaws January 9, 2020 Meeting Minutes**

Attendance: Bill Nyquist, Barry Mendelsohn, Stu Joseph, Pete Hestevold, Kristen Neu (OIC), Pat Degnan, and Rob Torcivia (Chair)

Commenced 8:02pm 1/9/2020

Items discussed:

1. Discussion on Limits for 3 bid process and board approval
   1. Ideas discussed
      1. Increase $750 requirement for three bids to $1500 or $3000.
      2. Board requires approval for any spending over $1500 (as is current), they can decide whether to get the requesting committee to get multiple bids.
      3. Common RFP for engineering, custom, or designed items
   2. Request for additional data on where spending is directed, so that proposals can make the most impact.
2. Crime Action Response Procedure
   1. Who oversees Risk Management?
   2. Other sources could have templates for a procedure; such as other lake associations, our insurance provider, police department, etc.
   3. No vote or decision taken at this meeting, will need more information.
3. Old business review
   1. Encouraging board to set up nominating committee early.
      1. Will remind the board that this recommended deadline is fast approaching
   2. Defining a family in terms of application for membership.
      1. Explanation: Wording changed to make the request more clear, in order to allow the board to make a determination of whether they meet the spirit of the constitution.
      2. New form in place; will review around June/July to gauge success
   3. Document retention policy
      1. Need to confirm that the office is conforming to the existing document retention policy
      2. Recommend to index board motions.
   4. AirBnB
      1. Addressed at the municipal level.
4. Agenda set for February
   1. Level bids - board members asked to find tools/trainings on level bids.

Meeting adjourned at 10:08 PM.

Minutes written by Bill; Minutes reviewed and approved by Rob (Chair) and Kristen (OIC)