

**Tuesday, December 15, 2020**

12:00 – 12:45 pm

Via Zoom. Check BaseCamp, under Schedule for the link

Meeting Chairperson: Sarah Willey Thomas

Timekeeper & Governance Monitor:  
Karen McIlroy

## AGENDA -

Agenda Item	Time	Function	Lead	Action Code
<b>1. Welcome &amp; Call to order</b>	<b>12:00 pm</b>			-
1.1. Confirm quorum		Protect	Sarah, Tracey	-
1.2. Confirm minute taker.	2 min			-
1.3. Identification of Conflicts of Interest				I
<b>2. Approval of the Agenda</b>	1 min	Direct	Sarah	A
<b>3. 2021 Budget Discussion</b>				
<ul style="list-style-type: none"> <li>Updated forecast</li> <li>Review of scenarios</li> </ul>	5 min	Reflect	Lori	DS
<b>4. In Camera Session</b>				
4.1. Variable Pay 2020	<b>12:08 pm</b>	Direct, Protect	Amanda	
<ul style="list-style-type: none"> <li>Executive Director allocation</li> <li>Total allocation for all other employees</li> </ul>	10 min			
<b>5. Budget Approvals</b>				
<ul style="list-style-type: none"> <li>2021 budget</li> <li>2021 fee schedule</li> </ul>	5 min	Direct	Doug	A
<b>6. Action Items</b>	2 min		Tracey	A
<b>7. Adjournment</b>	3 min		Sarah	I, NS

### Action Items

1.

2.

3.

### Notes

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