



# Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335  
 253-858-3400 – info@penmetparks.org  
[www.penmetparks.org](http://www.penmetparks.org)

## STUDY SESSION MINUTES

**March 15, 2022, 5:00 PM**

Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

### Call to Order

#### Commissioner Roll Call:

	Present	Excused	Comment
Amanda Babich, President	Present		
Steve Nixon, Clerk	Present		
Maryellen (Missy) Hill	Present		
Kurt Grimmer		Excused	
Laurel Kingsbury	Present		

### ITEM 1 Board Discussion

#### 1a. Commissioner Roles and Responsibilities

Goal to create a framework for the Peninsula Metropolitan Parks Board of Commissioners to include:

- Board Enrichment and Engagement
  - Annual Retreat
  - Strategic Plan Development
  - Adopted Goals and Objectives for the year
- Develop more robust Roles and Responsibilities for Commissioners along with strong onboarding materials and ongoing resources support.
  - Representation at external meetings
    - Create a list of committees along with plan for appointment and rotation.
  - Engagement and action at internal committees
    - Implement providing committee recommendations on Resolution.
  - Establish roles and expectations
    - Update documents and include training videos
- Training Implementation
  - Quarter 1 – Parliamentary Procedure
  - Quarter 2 - Legislative
  - Quarter 3 - Financial
  - Quarter 4 – TBD
  - January, 2-Hour Training/Orientation
- Look for continued Staff and BOC Engagement opportunities, ie: lunch, BBQ, holidays.
- Create an Executive Level meeting at other local partner organizations
- BOC SharePoint site production

### Item 2 Adjournment

**Meeting adjourned at 6:10 PM**



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## BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

The Board of Park Commissioners encourages the public to attend its Board meetings. All persons who attend Board meetings must comply with Board Policy P10-106 providing for the Rules of Decorum at Board Meetings. This Policy is to preserve order and decorum and discourage conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of Board meetings. A copy of the policy is available at each meeting and at [www.penmetparks.org](http://www.penmetparks.org).

Approved By the Board on 4/5/2022

Amanda Babich, Board President

Steve Nixon, Board Clerk

Attest: Ally Bujacich

Submitted By: Robyn Readwin, Secretary to the Board of Commissioners