

**Bayshore Gardens Park & Recreation District  
Policy & Procedures Committee Meeting Minutes  
Wednesday; September 06, 2023, at 7:00 P.M.**

Meeting was called to order at 7:00 PM by Policy & Procedure Committee Chair Cori Howell.

**In Attendance:** Committee Members - Marie Young and Sharon Denson

Quorum established.

**Agenda Items Discussed:**

- Proposed Equipment Agreement (to be index as 1014EA) for new iPads for Board of Trustee members reviewed minor edits made.
- Insurance Special Purpose document reviewed to remove past Trustee name and minor corrections, no changes made, committee advised that committee is dissolved and did not feel changes necessary.
- Reviewed 1004HC for changes on due dates and simplification and organization of event and Lessee information. Due dates adjusted and changes in contract organization will be made.
- Review 1004SR for reorganizing information, no changes made.
- Discussed Policy & Procedure for new basketball and pickleball courts. Decision made to readdress once use commences, and committee can determine what guidelines for use will be needed if any. Agreed that a liability waiver will be applied on opening.

**Additional Items:**

- Will discuss if a Policy & Procedure will be written for park area at a later time.
- Brief talk on 1025P Meeting Decorum Policy.
- Mention of at some point organizing an orientation procedure for new Board Members.

Meeting adjourned at 8:03 PM