**LEGAL & BY-LAWS MINUTES**

Thursday, March 8th

Started [8:10pm](x-apple-data-detectors://2)

Attendees: Rob Torcivia, Pat Degnan, Barry Mendelsohn, Kristen Neu & Bob Fehon

**Vendor Payment Procedure (VPP)** was discussed and a detailed procedure debated. No vote taken. It was determined that each member of the committee would put some time into trying to refine and reduce the initial text to best suit the main goals.

It was agreed that the VPP should be in place for any project greater than $10,000 and a that extra steps might be required for projects greater than $50,000. Discussion including suggested staged payments. Discussed verification of work being completed to contract.

The idea was discussed regarding developing a contractor ranking spreadsheet to allow future boards to benefit from more valuable detailed information about the quality of work performed by our contractors when comparing bids. Committee members to consider and return with suggestions for next month. No vote taken.

Discussed **Country Club Activities**(CCA) policy for non-member attendance at Country Club activities, as per President’s request from last board meeting. Committee will seek opinion/clarification from council.

It was agreed that one policy would not be sufficient for all CC activities, as the different activities are all run very differently (Camp, Preschool, House Activity Events, etc)

**Absentee Ballot** (AB) - Discussed an attempted update of absentee ballot procedures. Committee will review the feedback on the procedures that the office provided. Committee will table and discuss in April.

Adjourned [10:35 pm](x-apple-data-detectors://8)

Upcoming Meetings

[April 12, 8p](x-apple-data-detectors://9)

[May 10, 8p](x-apple-data-detectors://10)

Recorded by Robert Torcivia, Chair

Approved by Kristen Neu, Office in Charge