

**PLAN OF CONSERVATION & DEVELOPMENT IMPLEMENTATION COMMITTEE
REGULAR MEETING**

Minutes

Tuesday October 27 7:00pm

Zoom Meeting

Present: Fred Knous, Chairman; Claire Frisbie, Thomas Malecky

Absent: Wayne R. Martin

Guests: Mary Dickerson, Susan Bransfield

1. Call to order by Chairman

Chairman Fred Knous called the meeting to order at 7:21pm.

2. Seating of alternates

None to be seated

3. Approval of minutes

Minutes of September 22, 2020 – motion to approve Thomas Malecky, second Claire Frisbie. Corrections noted: change Susan Brandsfield to Susan Bransfield in one place, note Wayne R Martin was absent from meeting approved as corrected unanimously. Minutes of December 3, 2019 motion to approve Thomas Malecky second Clair Frisbie approved as written unanimously.

4. Discuss 2021 Calendar

Meetings will continue to be held on the fourth Tuesday of every month no meeting will be held in the months of July, August, and December. Kelly Milardo to send out the 2021 meeting schedule.

5. Website and POCD Discussion

Discussed updates to the website now has a status key at the top of the page will update status A from Not Started Yet to Not Yet Implemented. Thomas Malecky suggested adding a status onto Policy items as well as the Action items. Fred mentioned the table in the home tab is the only one with working information Kelly Milardo will investigate why the table under the documents and media tab is not functional on the website. Kelly Milardo will continue to add minutes and update the website as needed. Mary Dickerson will be sending out letters to committees to get updates on current Action Items. Letters will be mailed out the week of October 26th responses will be mailed or emailed directly to Mary Dickerson which will then be distributed to the members for approval. Once approved they will be sent to Kelly Milardo to be added to the website. Discussion on updating Action items once they are completed, they should be removed from the table.

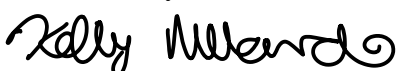
6. Public Comment

None

7. Adjourn

A motion was made by Claire Frisbie, seconded by Thomas Malecky, to adjourn the meeting. All were in favor; motion carried. The meeting adjourned at 8:41pm.

Submitted by,



Kelly Milardo