

<u>TOPIC</u>	<u>MANAGEMENT RECOMMENDATION</u>	<u>ACTION</u>
Orientation	Same as new commissioner orientation, with individual sessions for each Board member.	
Meeting Schedule	Wednesdays, 9:30 a.m., twice monthly Wednesdays, 1 p.m., twice monthly	
Process w/Executive Team	Approval of minutes - UAB Action items (presented by mgt team) Admin/Operational updates (led by mgt team)	
Meeting Preparation	Coordinate w/Robin on more involved or complex items to arrange time to discuss issues w/GM	
Citizen Comment	Allow one minute per person	
Communication w/Commission	Discuss Sunshine Law, Public Records Law, and review draft of potential UAB rules	
Communication Technology	GRU will provide each member with an iPad to be used for Board business A GRU/City email address will be established for each member	