

BOARD OF DIRECTORS MEETING AGENDA

The Agenda Items of the Board of Directors are in Open Session in accordance with the ECI By Laws. Items to be discussed are listed on this Agenda and all listed attachments are part and parcel with this Agenda. Items do not have to be taken in the same order as shown on the meeting notice. The ECI Board may act on any item on this Agenda. Meeting notice is hereby called in accordance with ECI By Laws and any variations are cured with participation. All time references are based on the ECI main office in Sacramento, California.

Meeting Date: **FEBRUARY 26, 2022 at 7:00 a.m. (PDT)**

Notice Date: **NOVEMBER 8, 2021**

Meeting Type: **ANNUAL MEETING**

Location: **REMOTE**

Call Information: **ZOOM**

Called By: **BY LAWS / RWA**

Attendees: **BOARD OF DIRECTORS**

- 1) **PAST PRESIDENT / DIRECTOR PETERSON**
- 2) **PRESIDENT / DIRECTOR ANDERSON**
- 3) **VICE PRESIDENT / DIRECTOR GOLDSMITH**
- 4) **TREASURER / DIRECTOR CHASE**
- 5) **DIRECTOR URUETA**
- 6) **SECRETARY / DIRECTOR O'TOUSA**
- 7) **DIRECTOR WALKER**
- 8) **DIRECTOR MCKINNEY**

Notes:

1. Meeting notes taken by Staff Member: Logan Barnette
2. No Closed Session
3. Agenda posted on Board of Directors Website on January 2022
4. Minutes to be Posted Following BOD approval

DETAILED ITEMS FOR DISCUSSION

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
Item 1:	ROLL CALL & OPENING COMMENTS	RWA	7:00a
	<ul style="list-style-type: none"> i. Welcome New Directors ii. Information on Sharefile iii. Call for New Business Items/Topics or Table Item(s) for Agenda iv. Annual COI and COC by BOD v. Abbreviated RRO Protocols (https://robertsrules.com/) 		
Item 2:	MEETING MINUTE APPROVAL	RWA	7:10a
	<ul style="list-style-type: none"> i. Submittal of Minutes April 2021 and November 2021 (<i>Appendix A</i>) <i>Action Item:</i> Staff Recommendation for Approval ii. Recordation in Minutes of Operational Actions and Email Votes <i>Action Item:</i> Only Officer Vote - Defer to Item 4 iii. Board Resolution Tracker (<i>Appendix B</i>) <i>Action Item:</i> Information Only 		
Item 3:	ED REPORT - ORGANIZATIONAL GOALS FOR 2022	RWA/MM	7:20a
	<ul style="list-style-type: none"> i. General Discussion (Staff Report - Appendix C) <i>Action Item:</i> Director Input ii. Staff/BOD Succession Plan Development <i>Action Item:</i> Information Only 		
Item 4:	ANNUAL ELECTIONS OF OFFICERS	RWA/JP	7:45a
	<ul style="list-style-type: none"> i. Select 2022 Executive Officers (Appendix D: Board Election Cycle) Current Officers: <ul style="list-style-type: none"> 2021 Past President: J. Peterson 2021 President: R Anderson 2021 Vice President: M. Goldsmith 2021 Treasurer: M. Goldsmith 2021 Secretary: M. Chase <p><i>Action Item:</i> Motion for Approval – Memorialize Email Vote (Motion 1111-22.50)</p>		

MEETING ITEMS – Cont’d

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
Item 5:	FINANCIAL REPORT	RWA/MM	8:05a
	i. Presentation of 2021 Year End (Staff Report - <i>Appendix E</i>) <i>Action Item:</i> Staff Recommendation for Board to <u>Accept</u> Financial Report		
	ii. 2020-990 (Email Approval by Board - <i>Appendix E</i>) - <i>Action Item:</i> Information Only (Prior Email Motion 1109-21.20 / Nov 2021 Meeting)		
Item 6:	INCORPORATION STATE	RWA	8:35
	i. General Discussion (Staff Report - <i>Appendix F</i>) <i>Action Item:</i> Staff Recommendation for Board Motion to Approve		
<i>Break to 8:50am to 9:05a.m.</i>			
Item 7:	INTRODUCTION OF CURRENT STAFF	MM	9:05a
	i. General <i>Action Item:</i> -		
Item 8:	OPERATIONS GENERAL SUMMARY	MM/RWA	9:45a
	i. General Discussion (Metrics - <i>Appendix G</i>) <i>Action Item:</i> Information Only		
Item 9:	INTERNATIONAL	RWA	10:15a
	i. General Discussion (Staff Report - <i>Appendix H</i>) <i>Action Item:</i> None – Information Only		
	ii. Trademarks Status (<i>Appendix I</i>) <i>Action Item:</i> Information Only		
Item 10:	BYLAW REVIEW AND APPROVAL	RWA/JOT	10:45a
	i. Final Review (<i>Appendix J</i>) <i>Action Item:</i> Staff Recommendation for Board Motion to Approve		

MEETING ITEMS – Cont’d

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
Item 14:	NEW BUSINESS AND QUESTIONS	-	1:45p
Item 15:	SCHEDULE FOR NEXT BOD MEETING	-	1:55p
Item 16:	MEETING DISMISSAL	-	2:00p

Attachments:

- Attachment A: April 21, 2021 and November 16, 2021 Minutes
- Attachment B: BOD Action Tracker through December 31, 2021
- Attachment C: Staff Report - 2022 Organizational Goals
- Attachment D: Board Election Cycle
- Attachment E: Year End 2021 Financial Reports/NGICP YE 2021/2020 990
- Attachment F: Staff Report: Incorporation State
- Attachment G: Staff Report: Operations and Metrics
- Attachment H: Staff Report: International Affiliates
- Attachment I: Trademark Status
- Attachment J: By Laws
- Attachment K: ANSI Audit and Upcoming Application
- Attachment L: Staff Report: 2022 Special Projects
- Attachment M: Budget
- Attachment N: Misc. Insurance Policies
- Attachment O: Council and Committee Rosters