Auditorium District

Board Meeting Agenda

June 6, 2011

Formal Actions Required:

* Swearing in of Officers
* Create a resolution to form District
* Election and Appointment of officers
  + Elect a Chair
  + Secretary & Treasurer
* Incorporation, By-laws, Policy and Procedures
* Motion to impose the sales tax to initiate the tax collections.

Initial Steps:

* Location for meetings (public setting)
* Appoint Minute Taker/Agenda Preparer
* Hire Executive Director
* Sales Tax
  + Mechanics
  + Timing
  + When Assessed
* Formal rules for meetings and procedures
* Hire permanent legal counsel
* Board Indemnity / Coverage
* Surety / Bonding required

Next Steps:

* Dates and times for the rest of the year
* Checking accounts and other financial arrangements
* Working timeline: Measure progress and milestones
* Construction / Design / Financing: Steps, Subcommittees
* Develop a formal website and logo (hire services?)