

**Herron Island  
Policy Review Committee  
Minutes – January 24, 2019**

1. Minutes from Nov. 6 approved and will be posted.
2. Mike had a long conversation with Jim Davies and Gay Wanzong about the Parks Manager job description and position. At this time Jim will return to his position as Parks Director. There is an abundance of equipment to maintain that pertains to the Parks. He will no longer do the mowing as that is a paid position.
3. Voting Policy was discussed.
  - Records for voting results should be kept 5 years. This is part of the HMC Records Retention Policy.
  - Voters have 30 days after a vote to file a challenge.
  - Merry will bring a clean copy to review at our next meeting.
  - There were questions about minimal number of votes or percentage of votes necessary to pass a ballot measure. The committee suggested to leave that out.
4. Jane received job descriptions (j.d.) revisions for all j.d.s. Members agreed to take them home for review and submit to Jane suggested changes/corrections. Kathy wants to relook at the Parks Manager j.d.
5. Policies:
  - Reviewed the Collection of Delinquent Accts policy. Merry will re-edit and bring back to next meeting.
  - Roads Work Policy was tabled for now.
  - Ferry Access Policy: need to add language about member and guest behavior on the ferry as well as language about non-emergency runs. Reviewed handout to visitors. Will ask for input from crew for possible additions/changes.
  - Need to look at temporary use vehicle policy
6. Water Committee update: ongoing. Mike and Merry will meet to discuss.

Next meetings:  
Feb 5 1pm  
Feb 19 1pm  
March 5 1pm  
March 19 1pm