

Membership/Finance Committee Agenda

January 10, 2020

10:30 am – 11:30 am

Burroughs Community Center

2470 Fairfield Avenue, Bridgeport, CT

(203) 334-0293

1. Moment of Silence
2. Welcome and Introductions
3. Co-Chair Announcements
4. Approval of the November 15, 2019 Meeting Minutes
5. New/Old Business
 - Review the Membership/Finance Committee Activity Timeline
 - Review Scope of Work for Next Year
 - Manage Membership Application Process – We currently have 3 applications in process.
 - Review PC Member Attendance
 - Analyze PC membership for Federal Reflectiveness Mandate
 - Assist with Membership Recruitment Campaign
 - Review Planning Council Feedback from November 15, 2019
 - Future Planning Council Trainings
 - a. January – New Planning Council Member Training
 - b. February
 - c. March
6. Recipient’s Report
 - Review Quarterly Expenditures by Service Category
7. Unresolved Parking Lot Items

ITEM	STATUS
Follow up with HRSA on how race/ethnicity information is captured on the reflectiveness	Awaiting HRSA Guidance
Meeting Attendance Policy	How long at a meeting determines attendance is met

8. Announcements
9. Adjournment

Upcoming Planning Council Meetings:

- Strategic Planning & Assessment – Thursday, February 6th, 9:30am – 12:00pm
- Quality Improvement - Thursday, February 6th, 12:00pm – 2:00pm
- Executive Committee - Friday, February 14th, 9:30am – 10:30am
- Membership Finance -Friday, February 14th, 10:30am – 11:30am
- Planning Council – Friday, February 14th, 12:00pm – 2:00pm

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All meetings are digitally recorded for the accuracy of the information presented per the Planning Council’s Digital Recording Policy