



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS STAFF REPORT**

AGENDA TITLE: REVISION TO POLICY INSTRUCTION 209 (ASSIGNMENT OF BOARD PRESIDENT AND VICE-PRESIDENT)

MEETING DATE: SEPTEMBER 28, 2016

PREPARED BY: BRENT P. COLLINSON, ATTORNEY AT LAW

RECOMMENDED ACTION: Adopt, by Motion, a revision to PI 209 to address the situation when the selection of President and Vice-President for the upcoming year would otherwise be carried out by Board Members that may not or will not be on the Board that following year. The proposed revision provides for appointment on a temporary basis until the new Board Members are holding office.

DISCUSSION: PI 209 as currently approved provides that the selection of Board President and Vice-President is to occur “as the last item of business in the regularly-scheduled November Board Meeting”. However, there are times when Members of the Board in November will not be on the Board the following year as their term will expire at noon on the first Friday of December, when any new Board Members officially assume their office.

Accordingly, it seems appropriate that the new Board Members that take office on that Friday be able to vote on the Officers (as any action taken by the prior Board could be modified by the new Board). However, it is necessary to have a President *pro tem* and Vice-President *pro tem* in the interim.

In order to address this situation in election years, it is recommended that the following language be added to section 1 of PI 209, following the existing language:

“In the event any new Board Members may be assuming office or any sitting Board Members may not be in office after an election, the selection shall be deferred to the first order of business at the January Board meeting as the first Special Order of Business. Pending that January selection, the current President, if legally assured of remaining on the Board, shall

continue in that position until the January selection. If that person is not legally assured of remaining on the Board, the current Vice-President, if legally assured of remaining on the Board, shall assume that position and if that person is not legally assured of remaining on the Board, the Board Member with the longest tenure legally assured of remaining on the Board that has not yet served as President shall assume that position. If all of the eligible Board Members have served as President, the one with the most distant time of service as President shall be selected.

The Vice-President *pro tem* shall be the Vice-President *pro tem* if legally assured of remaining on the Board and if not serving as President *pro tem*. If that Member is not eligible to serve as Vice-President *pro tem*, the Board Member with the longest tenure legally assured of remaining on the Board that has not served as Vice-President shall serve as Vice-President *pro tem*. If more than one Member is equally eligible to serve, the one with the most distant time of service as Vice-President shall be selected.

For the purpose of this Policy Instruction “legally assured of remaining in office” means that that Member is not, in that November election, up for re-election or subject to a recall vote.”

NEXT STEPS: If this revision is adopted, it will apply to the selection of President and Vice-President at the November 30 Board Meeting and will result in a President *pro tem* and Vice-President *pro tem* being selected until the January Board Meeting.

FISCAL IMPACT: None

PUBLIC COMMUNICATION: This item will be noticed on the Agenda as a Board Action Item.

POSSIBLE MOTIONS: I move to amend Policy Instruction 209 to incorporate into section 1 the language proposed in the Staff Report.

ATTACHMENTS: Policy Instruction 209, amended January 27, 2016.