



PARKS AND RECREATION ADVISORY BOARD

SUBJECT: NEW MEMBER ORIENTATION
DATE: APRIL 29, 2011
TIME: 3:30 TO 5:00 PM

LOCATION: FIREPLACE MEETING ROOM, 625 HALLECK STREET

This member orientation for the Parks & Recreation Advisory Board is a training session for new members of the Parks & Recreation Advisory Board. All members of the Parks & Recreation Advisory Board and the public are welcome to attend. The orientation will cover the following:

- I. Introductions, Department Roles and Responsibilities**
- II. Parks & Recreation Advisory Board Role and Responsibility**
 - A. Bellingham City Charter as it relates to the Board
 - B. Bellingham City Municipal Code as it relates to the Board
 - C. City Council Legacies and Strategic Commitments
- III. Parks & Recreation Advisory Board Governance**
 - A. Parks & Recreation Advisory Board Bylaws
 - B. Bellingham City Policies relating to the Parks & Recreation Advisory Board
- IV. Parks & Recreation Advisory Board Meeting Operations**
 - A. Meeting Agenda Creation
 - B. Robert's Rules of Order