

## **INFORMAL WORK SESSION**

**June 3, 2005** 9:00 a.m.

Present: Commissioners Mary P. Stern, Leslie Lewis, and Kathy George

Staff: John Krawczyk; John M. Gray, Jr; Steve Mikami; Carol White

**Topics:**     **1.     Discussion of possibility of purchase of Stern Building block**  
                  **2.     Discussion of *Policy and Procedure Manual***

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Commissioner Stern called the work session to order.

1.     There was discussion of the benefits, potential uses, and financial arrangements for purchase of the remaining three properties across the street from the courthouse on the block with the Stern Building.

Staff was given direction to proceed by contacting the seller for discussion.

2.     *Policy and Procedure Manual*. There was discussion of the most efficient ways to work through the manual, reviewing format, page numbering, etc. There was consensus that each week during the personnel portion of the informal session, the Board will review one or more policies.

The meeting adjourned.

Notes prepared by Carol White