



Huntington Beach Downtown
Business Improvement District
www.hbdowntown.com

AGENDA REPORT

TO: Board of Directors
FROM: BID Manager
DATE: November 10, 2016
SUBJECT: Approve revision of the Board of Directors Job Description

SUMMARY:

The current Board of Director's job description requires revision to include removal of language that creates the perception of possible violations of the Ralph M. Brown Act.

RECOMMENDATION:

Approve the revision of the Board of Directors Job Description as drafted in Attachment A.

DISCUSSION:

The current Board of Director's job description outlines the general responsibilities of those holding the position. It was brought the attention of the BID that one specific duty listed, "Maintain the confidentiality of all Board meetings," can be perceived to be in violation of the Ralph M. Brown Act which dictates rules regarding open public meetings.

The Board of Director's job description was reviewed and modified as reflected in Attachment A.