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To: [Koontz, Michele Smith](#)
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Subject: POSPC Recommendations for Board
Date: Thursday, July 7, 2022 9:10:04 PM

Michele, Here for transmission to the Board are three recommendations from the POSPC meeting of June 29, 2022; all three passed unanimously. Best, Gillian Niebrugge-Brantley, outgoing Chair POSPC.

1. We recommend that the Executive Officer's position be offered for a three-year term with the possibility of renewals.
- 2. We recommend that the Executive Officer have a yearly formal review with the Board of Directors.
- 3. We recommend that the relationships among the President, the Board, the Executive Officer, the Administrative Officer, and the Parliamentarian be reviewed, clarified and revised in relevant documents—e.g., By Laws, Operating Manual, and website as appropriate—to make clear responsibilities, authority, and communication among these five entities