1. Welcome/Introductions

2. Public Comments (2 minutes each)

3. Review and approve minutes from December 5 Meeting--(Motion to approve is not necessary. Minutes are either approved “as read” or “as corrected” using the phrase “If there are no objections...”)

4. Action Items--(Includes special orders, which are motions that must be decided before adjournment, and unfinished business, such as tabled items from previous meetings.)
   a. Present work items to responsible parties

5. Old Business--(Includes only items which were previously decided and have been placed on the agenda for review and/or reconsideration.)

6. New Business--(Includes items for which no action is anticipated at this meeting, or items brought forth by the membership not previously submitted for placement on the agenda. Items may be brought to a vote at this meeting by a 2/3 majority decision.)
   a. Review Charge

7. Adjournment