



338 Hawthorne Ave NE – Salem, OR 97301 - Phone 503-391-9927 - www.marionswcd.net

**Marion SWCD
Administrative Committee Meeting
Wednesday, October 21, 2020
7:00PM**

Due to COVID-19, this meeting will be held by Zoom Video Conference. See access information below or contact the District 48hrs prior at 503-391-9927 Ext. 304 to request other accommodations to participate in this meeting.

By Computer, click on the link to join the committee meeting:

<https://zoom.us/j/91845588813>

Meeting ID: 918 4558 8813

By Phone Dial by your location:

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 918 4558 8813

Find your local number: <https://zoom.us/j/91845588813>

AGENDA

1. Call to Order – **Chong Kee Tan, Chair**
2. Review/Discuss District Delegation of Authority Policy – **Chong Kee Tan, Chair**
3. Continue Discussion on Subscription Services – **D. Olson**
4. Update on Employee Handbook-Who to do revisions – **J. Keppinger**
5. Update on Board Communication Training– **J. Keppinger**
6. Other Topics – **Chong Kee Tan, Chair**
7. Adjournment – **Chong Kee Tan, Committee Chair**

The Marion Soil and Water Conservation District complies with the American with Disabilities Act (ADA) and does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. If special physical, language, or other accommodations are needed for this meeting, please advise the District Manager at 503-391-9927 Ext. 304 as soon as possible, and at least 48 hours in advance of the meeting.