EAGLECREST HUMAN RESOURCES COMMITTEE AGENDA

August 19, 2026 at 12:00 PM

Zoom Webinar Only

https://juneau.zoom.us/j/88555371873 or 1-253-215-8782 Webinar ID: 885 5537 1873

A. ROLL CALL

B. APPROVAL OF AGENDA

C. AGENDA TOPICS

1. ByLaw Updates

2. Executive Session: Discuss GM performance during transition from interim GM to new GM and potential for double filling position for knowledge transfer.

"*Motion by xx, to recess into executive session to discuss matters that the immediate knowledge of which would defame or prejudice the character or reputation of any person, specifically GM performance and duties during transition from interim GM to GM.*"

D. BOARD OF DIRECTORS' COMMENTS AND QUESTIONS

E. NEXT MEETING DATE

3. September 16th

F. ADJOURNMENT

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or city.clerk@juneau.gov at least 36 hours prior to a meeting, to request ADA arrangements.

OFFICE OF THE MUNICIPAL CLERK
City and Borough of Juneau
155 Heritage Way, Room 215
Juneau, Alaska 99801-1397

Date:	August 19, 2026
To:	Chair Calvin and Eaglecrest HRC Members
From:	Breckan Hendricks, Municipal Clerk
Re:	Eaglecrest Bylaw Revisions – Clerk's Office Suggestions

The following summarizes the bylaw revisions suggested by the Clerk's Office during its review of the Eaglecrest Board Bylaws. Each item includes a brief explanation of the proposed revision and its purpose to assist the Board in their consideration.

a. Article IV, Section A. President. Clarifies the President's role as an alternate member for committee quorum purposes. The current bylaws designate the President as a non-voting ex officio member while also allowing the President to count toward a committee quorum. The Board may wish to review whether these provisions reflect its intended governance structure.

b. Article V, Section I. Adjournment of Meetings. Removes the phrase "in person" to align this section with Article V, Section A, which authorizes meetings to be held through remote participation.

c. Article VI, Section A. Standing Committees. Considers adding the Board's Sales and Marketing Committee as a standing committee to reflect current practice.

d. Article VII, Section A. Agenda. Revises the publication requirements to allow supplemental materials to be added to the packet after the initial 24-hour agenda posting, consistent with Assembly board and committee practices.

e. Article VII, Section B. Order of Business. Simplifies the agenda item "Reading, correction, and approval of minutes of previous meeting" to "Approval of Minutes," consistent with Robert's Rules of Order and Assembly practice.

f. Article VII, Section B. Order of Business. Considers adding a "Supplemental Materials" section near the end of the agenda to identify materials received after the initial publication of the meeting packet and notify Board members and the public that additional information has been posted.

A. Secretary. The secretary shall act as president in the absence of the president and vice president~~;~~. Duties of the secretary shall include reviewing and giving tentative approval to minutes of the regular and special meetings of the Board, as prepared by Eaglecrest staff, prior to distribution of the draft minutes to other members of the Board and the public. ~~have records kept of the proceedings of the meetings of the Board and shall have notice given as required by law and these bylaws of all such meetings;~~ The secretary shall ensure the retention of minutes of all meetings of the Board and Board committees and shall ensure appropriate public notice is given for all meetings of the Board and its committees in accordance with these bylaws or as required by law. ~~s~~Shall be responsible for ensuring all records and documents are maintained in accordance with CBJ Records Management protocols and Retention Schedule; ~~shall record minutes at board meetings;~~ serve for one year.