

**FEATHER RIVER RAIL SOCIETY
AGENDA REPORT**

DATE: April 3, 2016

TO: Board of Directors

FROM: Kerry Cochran

MEETING: April 9, 2016

ITEM: Old Business 3

SUBJECT: Policies and Procedures

- 1) Review Dates
- 2) Visit Revised Policy

ACTION: Review this meeting, and discuss, possibly approve
Or approve at this meeting

Attached: Current Index of Policies for REVIEW 4-3-2016



Policy and Proedures
Current Policies and Procedures

Policy	Current Date	Next Review	Revised Review Date	Priority	Comments
Introduction (PM001)	5/1/2004	2/7/2008	2020		
Definitions (PM005)	5/1/2004	2/7/2008	2020		
Policy & Standards Development (Policy Std)	5/1/2004	2/7/2008	2020		
Format Policies					No Date (Out Line Only)
Mission Statement	1/17/1999				
Mission Statement 2005	00-00-2005	5/1/2010	2020		
Mission and Goals	3/23/2005	5/1/2010	2020		
Business Ethics (Policy)	5/1/2004	2/7/2008	2020		
Code of Ethics (Standard)	7/21/2011	7/31/2013	2020		
Alcohol Policy	8/1/1998	8/1/2013	2020		
Software Piracy (Policy)	7/17/1999		2020		Need Electronic copy
Nondiscrimination (Policy)	5/1/2004	2/7/2008	2020		
Use and Protection of FRRS Information (PM014)	5/1/2004	2/7/2008	2020		
Classification and Legal Protection of Information (Standard) (PM014)	5/1/2004	2/7/2008	2020		
Volunteer Communications (PM016)	5/1/2004	7/7/2013	2020		
Personnel Files and Other Volunteer Records	7/7/2001	7/7/2013	2020		
Volunteer Program (Policy)	11/12/2011	10/1/2013	2020		Approved by BoD 11-12-2011
Corporate Records (PM012)	5/1/2004	7/7/2003	2020		
Records Retention and Disposal	7/7/2001	7/10/2003	2020		
Safety and Health (SP-01)	4/13/2000	7/1/2013	2020		
Saftey Book (Injury and Illness Prevention Program)	7/23/2011		2020		No cover Page
Office Space	5/1/2004	2/7/2008	2020		
Committees	5/1/2004	2/7/2008	2020		
Facility Manager	Aug-08		2020		Not in STD Format-Needs revisions
Advertising	8/1/1998		2020		Not in STD Format-Needs revisions
Political Contributions	8/1/1998		2020		Not in STD Format-Needs revisions
Confidentiality Agreement	7/7/2001	7/7/2003	2016		
Nomination and Elections	12/4/2004	9/1/2008	2020		Under Revisions 10-2014
Standard Operating Procures Safety 003	4/13/2000	5/1/2008	2020		
Board Meeting Agenda Procedures	No Date				



Policy and Proedures
Current Policies and Procedures

Accountability (PM006)	11/1/2000				
Organization and Structure	7/2000				Not in STD Format-Needs revisions
Financial (Policy)					NONE
Treasurer Proecedres	2003	6/1/2005	2020		
Credit Card (Policy)	No Date				Not in STD Format-Needs revisions
Expense (Policy)	No Date				Not in STD Format-Needs revisions
Personal Expenses	2001	4/10/2003	2020		
Collection Management (Policy)					NONE
Delegation of Authority					NONE
Contracts					NONE
Contractiong Requirements and Precedures					NONE
Property Management					NONE
Private Owned Equipment	9/9/2006	5/1/2011	2020		
Fund Raising Policy	4/6/2002				Not in STD Format-Needs revisions
Lodging (Policy)	5/3/2003	5/1/2013	2020		
Mail (Policy)	12/1/2001	12/1/2003	2020		