

**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 | | | | |

