

**MINUTES OF  
MEETING OF THE BRUSHY CREEK TASK FORCE ON COMMITTEES AND  
THE BOARD OF DIRECTORS OF BRUSHY CREEK MUNICIPAL UTILITY DISTRICT  
March 31, 2008**

A special meeting of the Board of Directors of Brushy Creek Municipal Utility District and a Task Force meeting of the **Task Force on Committees of Brushy Creek Municipal Utility District** was held on the 31<sup>st</sup> day of March, 2008 at **7:00 PM**, at the Brushy Creek Municipal Utility District Community Center, 16318 Great Oaks Dr., Brushy Creek Subdivision, Round Rock, Texas to consider and act on the following matters listed below. Notices of the time, place and subject of the meeting and actions were posted at the places and the time required by the laws of the State of Texas.

1. Call to Order, Roll Call, and Establish Quorum:

Director Tisch called the meeting to order at 7:08 PM and established a quorum of the Board of Directors consisting of himself, Directors Grahl, Shermer, Tullos and Yackle.

The meeting was immediately turned back over to the Task Force on Committees.

The following were in attendance:

Board of Directors: Rebecca Tullos; Bob Grahl; Paul Tisch; Cris Yackle; Russ Shermer  
Committee Task Force Members: Diane Candler; Chauvet Parker, Veronica Myers  
Staff: Tom Clark, Patricia Parkinson, Robyn Barde  
Consultant: Merrill Jones  
Citizen: John McLemore

2. Citizens Communications: No comment

3. New and Unfinished Business:

- a. Discussion and possible action regarding Committee Operations Standards and Tools Reference Guide July 2007; Updated January 2008.

General Manager Clark gave a brief overview of the Reference Guide stating that at the Board of Directors' workshop in February of 2007, the Board established the need to clearly define the role of Board appointed Committees. In July, 2007, a Board appointed Task Force met and developed the Reference Guide in a meeting which was facilitated by Merrill Jones. As a result of that meeting, a draft Reference Guide was published (July 2007) and was then reviewed at a subsequent meeting and several revisions were made (January 2008). At the meeting this evening, the Committee is asked for input into the revised document and then the Reference Guide will be scheduled for Board review, approval and direction.

Merrill reviewed each edit as noted in the document dated January 2008 with the committee approving or disapproving the edits, clarifying some of the intentions and adding additional language. The changes were noted by Merrill Jones and Patricia Parkinson with the understanding that the sections would now be combined into one new document and the revised edition would be sent to the committee for review before going to the full Board.

It was further agreed that the document would then be placed on the April 24, 2008 Board of Directors' Meeting Agenda under Consent Items and once the document has been adopted by the Board, President Tisch would present the document at a future committee meetings.

- b. Discussion and possible action regarding other matters related thereto. No action taken.

No action was taken by the Board of Directors

4. Adjournment.

The Board of Directors' meeting adjourned at 10:04 PM by motion of Director Yackle, with a second by Director Grahl.

Upon motion duly made, the Task Force on Committees meeting adjourned at 10:05 PM.

*Respectfully submitted,*

*Patricia M. Parkinson, Executive Assistant to Board Committees*

*April 7, 2008*

**APPROVED BY THE BOARD OF  
DIRECTORS ON APRIL 24, 2008**