

Agenda Item Summary

Date of Meeting:	June 12, 2018
Presenter:	Alex Foord
Agenda Item:	60 Day IT Observations and Priorities Update Information Item
Purpose of item:¹	Board Education
Executive Summary²:	Perspective re the first 60 days in IT
Significant Issues, Risks and Opportunities:³	None
Materials⁴:	PPT file

¹ State the purpose of the agenda item: a) Education for a strategic issue, b) soliciting Feedback, or c) a Decision/Recommendation item.

² Provide concise summary of issue, identifying why the item is important to the Board, with distilled analysis, and Management's recommendation.

³ Provide concise description of significant issues, risks and opportunities.

⁴ Materials (memo, slides, and reports) are to be concise, providing brief analysis of salient points, risks/opportunities, and Management's recommendations. If detailed report/ background information is necessary, it should be provided in an appendix with specific direction to key sections.