



# DIRECTOR REPORT

To: Chair and Directors

Report Number: DR-BRD-093

From: Director Zabinsky

Date: February 20, 2025

**Subject: Printing of the Schedule of Day's Events**

---

## **PURPOSE/ISSUE:**

The purpose of this report is to suggest that the printing of the Schedule of Days Events and the meeting agenda outline (green sheet) be discontinued. The Schedule of Days Events is distributed to participants at the beginning of meetings and is also attached electronically to the Outlook Calendar meeting invite and can be viewed there by meeting participants. The meeting agenda outline is available on the public web site and in Escribe where meeting agendas must be accessed by meeting participants so that they can vote electronically. The Regional District uses an electronic agenda management system and calendar system and reliance on paper is no longer required.

## **RECOMMENDATION/ACTION: *[Corporate Unweighted]***

That the Regional Board discontinue provision of paper copies of meeting agendas and the Schedule of Days Events to meeting participants.

## **BACKGROUND/RATIONALE:**

At the January 23, 2025 Regional Board Meeting, I provided notice to the Board that I would request that the Board support a motion to discontinue printing of the Schedule of Days Events and meeting agenda outlines. They are available electronically, and printing is an unnecessary use of valuable staff time and paper supplies.

## **STRATEGIC PLAN RELEVANCE:**

Not Applicable to Strategic Plan