

APPROVAL OF COUNCIL MEETING MINUTES

The draft November 2013 Pacific Fishery Management Council (Council) meeting minutes are provided for Council review and approval in Agenda Item J.1.a, Attachment 1.

The full record of each Council meeting is maintained at the Council office, and consists of the following:

1. The meeting notice and proposed agenda (agenda available online at <http://www.pcouncil.org/resources/archives/briefing-books/>).
2. The approved minutes (available online at <http://www.pcouncil.org/council-operations/council-meetings/past-meetings/>). The minutes summarize actual meeting proceedings, noting the time each agenda item was addressed and identifying relevant key documents. The agenda item summaries consist of a narrative on noteworthy elements of the gavel-to-gavel components of the Council meeting and summarize pertinent Council discussion for each Council Guidance, Discussion, or Action item, including detailed descriptions of rationale leading to a decision and discussion between an initial motion and the final vote.
3. Audio recordings of the testimony, presentations, and discussion occurring at the meeting. Recordings are labeled by agenda number and time to facilitate tape or CD-ROM review of a particular agenda item (available from our recorder, Mr. Craig Hess, Martin Enterprises, martinaudio@aol.com).
4. All documents produced for consideration at the Council meeting, including (1) pre-meeting advance briefing book materials, (2) pre-meeting supplemental briefing book documents, (3) supplemental documents produced or received at the meeting, validated by a label assigned by the Council Secretariat and distributed to Council Members; (4) written public comments received at the Council meeting in accordance with agenda labeling requirements; and (5) electronic material or handout materials used in presentations to Council Members during the open session (available online at <http://www.pcouncil.org/council-operations/council-meetings/past-meetings/>).
5. The Council Decision Summary Document. This document is distributed immediately after the meeting and contains very brief descriptions of Council decisions (available online at <http://www.pcouncil.org/resources/archives/council-meeting-decisions/>).
6. Draft or final decision documents finalized after the Council meeting such as Environmental Impact Statements or Environmental Assessments.
7. Pacific Council News. There are between two and four editions of the Pacific Council News produced each year. The Spring Edition covers March and April Council meetings; the Summer Edition covers the June Council meeting; the Fall Edition covers the September meeting; and the Winter Edition covers the November Council meeting. In some years the

Summer Edition may be combined with the Spring Edition, and/or the Fall Edition Combined with the Winter Edition. The Pacific Council News is available online at <http://www.pcouncil.org/resources/archives/newsletters/>.

Council Action:

- 1. Review and approve the draft November 2013 Council meeting minutes.**

Reference Materials:

1. Agenda Item J.1.a, Attachment 1: Draft Minutes: 221st Session of the Pacific Fishery Management Council (November 2013).

Agenda Order:

- a. Council Member Review and Comments
 - b. **Council Action:** Approve Previous Council Meeting Minutes
- Dorothy Lowman

PFMC
03/19/14