



**80 Watt District Board of Directors Meeting**  
**Thursday, April 11 2019 @ 11:00 am**  
**Safe Credit Union: 4636 Watt Avenue, North Highlands, CA 95660**  
**(2<sup>nd</sup> floor Community Room)**

## **AGENDA**

- I. Call To Order - Roll Call
- II. Proclamations/Commendations/Announcements
- III. Public Comment
  - a. You are welcome and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard during general Public Comment.
  
- IV. **Appointment of Chair Vacancy:** Discussion of position and/or ballot for new Chair Action Required
  
- V. **CONSENT AGENDA** (for matters requiring little or no discussion) Action Required
  - a. Minutes, 80 Watt District Board of Directors' meeting; March 2019
  - b. Marketing committee report: Website Stats/ Social Media Stats
  - c. Maintenance Stats, Security/ Crime Stats
  
- VI. **FINANCIAL REPORT:** Recommendation: 1) Receive a staff report. 2) Provide board direction 3) Open the public hearing, accept public testimony, and close the public hearing. 4) Adjust as needed and instruct the Executive Director to implement. (Vote)
  - a. February/ March 2019 Treasurers Report
  - b. Safe Credit Union- Bank Signer- change/update
  - c. 2019 Taxes- update/ 990
  
- VII. **DISTRICT STAFF REPORT- EXECUTIVE DIRECTOR:** Staff Recommendation: 1) Receive Executive Directors Report 2) Open the public hearing, accept public testimony, and close the public hearing. 3) Provide staff direction.
  
- VIII. **OLD BUSINESS:** Staff Recommendation: 1) Receive Executive Directors Report 2) Open the public hearing, accept public testimony, and close the public hearing. 3) Provide staff direction.
  - a. Annual Report update
  
- IX. **NEW BUSINESS:** Good Meeting update, Roberts Rules of Order Update, Brown Act Update
  
- X. **COMMITTEE UPDATES: (AS NEEDED)** For Information/Discussion or Action if applicable
  - a. Renewal of PBID: Steering Committee update
  - b. Marketing/Advocacy
  - c. Security Task Force Updates
  - d. Member Updates
  
- XI. **COUNTY SUPERVISOR UPDATE:** Vice Chair Vanessa McCarthy-Olmstead
  
- XII. **ADJOURNMENT INTO CLOSED SESSION:** The Board will meet in closed session to discuss the following: a. Public Employee Performance Evaluation (Gov. Code §54957) Title: Executive Director
  
- XIII. **RECONVENE OPEN SESSION/REPORT FROM CLOSED SESSION:** (If applicable)
  
- XIV. **ADJOURNMENT OF MEETING**

## Agenda Documentation

### Item #IV

**By Laws: Article 5, Section 9: Filling Vacancies.** Vacancies on the Board may be filled by approval of a majority of the remaining Board, or if the number of directors then in office is less than a quorum, by either:

- A. The unanimous consent to fill a vacancy by the vote of a majority of a quorum of the directors then in office; or
- B. The affirmative vote of a majority of directors then in office at a meeting held according to the notice provisions of these Bylaws and the Ralph M. Brown Act; or
- C. A sole remaining director.
- D. A Director elected to fill a vacancy shall serve for the duration of the unexpired term of his or her predecessor and until his or her successor is elected.

### Item # VI

#### Finance Report

- a. February/ March 2019 Treasurers Report
- b. Safe Credit Union- Bank Signer- change/update
- c. 2019 Taxes- update/ 990

NOTE: \*\*We are on schedule and on budget.

### Item # VII- Executive Director (Grant submissions)

Consistent with prior discussions, staff is asking for direction regarding the characteristics and goals of grant opportunities for the district. Staff will present various options for the board to review and take direction at that time, with support of each need within the by the board of directors and/or committee. These are action items, so we have the ability to develop program ideas and establish initial budget guidelines for committee/staff implementation. Additional information will be presented at meeting on available grants to write immediately.

### Item #VIII - District Annual Report Review and Approval

- a. Submission to County by April 30, Presentation in July 2019.
- b. Graphic Design quote for approval on Annual Report/ Development Map.
- c. Annual Report LIST of items for approval

### Item # IX – Board Guidelines

- a. The Making of a Good Meeting
- b. Roberts Rules Cheat Sheet
- c. Brown Act Update (do we need a training?)

### Item # X – Committee needs:

- a. Renewal needs (handouts)