

# GRATON COMMUNITY SERVICES DISTRICT

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## SPECIAL MEETING MINUTES

Graton Community Services District (GCSD)

Meeting of the GCSD Board of Directors

Monday, September 10, 2018 at 6:00 PM

Graton Day Labor Center, 2981 Bowen St. Graton, CA

### 1. CALL TO ORDER 6:12 PM

### 2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer H, Devin Drew, H Board Vice President, Matt Johnson, H; Board Secretary, Karin Lease, H; David Upchurch, A

### 3. APPROVE ORDER OF THE AGENDA

Matt Johnson motioned to approve the order of the agenda. Devin Drew seconded.

Board President, Dave Clemmer, Yes; Devin Drew, Yes; Board Vice President, Board Secretary, Karin Lease, Yes; Matt Johnson, Yes.

### 4. PUBLIC COMMENT

*Members of the public are invited to address the Board on those items which fall under the authority of the Board. For those wishing to address the Board on any Agenda or non-agendized item, please complete a Speaker Card located at the entrance to the and submit it to the Board President. Please be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. Comments will be limited to three minutes per speaker. Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. GOVERNMENT CODE 54954.2. (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*

### 5. DISCUSSION ITEM

#### A. Work/Study Session – Policy manual updates

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format or requires another person to assist you while attending this meeting, please contact staff at the Graton Community Services District office at (707) 823-1542 as soon as possible (no later than 10 days before the scheduled meeting) to ensure that arrangements for accommodation may be provided.

Policy Under Review

**Old Number 5010**

**New Number 4235**

**Policy Recommended for Use 4235**

4235.1 Add new language.... shall be held on the 3<sup>rd</sup> Monday of each month at 6:00 P.M.  
If Monday is a holiday, the meeting will be held on Tuesday in the Graton Day  
Labor Center 2981 Bowen Street, Graton, CA 95444

4235.2.2 As specified in Policy #4205.4 and shall.....

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4235.2.3 Notice....by serving a copy of the agenda as soon as practicable and at least 24.....

4235.5 .....Meeting in December (strike – or as appropriate month)  
Elect a President and Secretary (strike Clerk) from ....and will appoint (strike GM  
or other resp....as Board's Secretary..... then add as the District Treasurer.

Policy Under Review

**Old Number 4125**

**New Number 4090**

**Policy Recommended for Use 4125**

4125.1 Typo (e.g. Junketts.....o the district) close this parentheses

4125.2 Remove – Approved by the Board of Directors  
Add Approved by the Board President

4125.2.1 ...Shall be submitted to the Board President or his designee, together with  
validated receipts.

**Old Number 4060**

**New Number 4105**

**Policy Recommended for Use 4105**

No Revisions to be incorporated

Old Number 4050  
New Number 4120  
Policy Recommended for Use 4120

4120.1.2 The GM ....to all Directors consistent with Policy #4205

Dave Clemmer motioned to adjourn, Devin Drew seconded.

ADJOURNMENT 7:50 p.m.

Dave Clemmer  
Minutes Approved

10/15/18  
Date