



## **Board of Directors Regular Meeting MINUTES**

**Date:** January 4, 2023  
**Time:** 12:00 PM  
**Chair:** Hugh Rafferty  
**Location:** Zoom

Web: <https://us02web.zoom.us/j/85070692098?pwd=OWFveGRqRGRCZ2NXRnhiWURhRkFSQT09>  
Phone: (669) 900-9128  
Meeting ID: 850 7069 2098  
Passcode: 208873

1) Call to Order

Meeting was called to order at 12:05 p.m.

2) Roll Call

In attendance were President Rafferty, Secretary Allen, Past President Rose, and Director Geyer. Charlotte Holifield, CSDA Coastal Network Public Affairs Field Coordinator, was also in attendance.

Vice-President Freeman, Treasurer Reade, Director Emerson, and Director Barget were absent. Director Berry and Director Meyer are no longer eligible for the board.

3) Changes to the Agenda

Charlotte was added to the report section of the agenda.

4) Approval of Meeting Minutes from December 7 Board Meeting

There was not a quorum so the minutes will be reviewed at the next meeting.

5) Check-in / Board Members

Each board member reported news from their district.

6) Reports

a. CSDA Regional Report

Charlotte's report is incorporated into the minutes as an attachment.

b. Treasurer's Report

Treasurer Reade was absent.

c. President

President Rafferty had no report.

d. Vice-President

Vice-President Freeman was absent.

e. Secretary

Secretary Allen reported that there were no written or oral communications.

7) Old Business

There was no old business.

8) New Business

Elections

New officers will be nominated after the bylaw changes are adopted by the chapter.

Bylaws

The board discussed proposed bylaw changes.

9) LAFCO Report and LAFCO Elections

Director Geyer reported that the next LAFCO meeting will be January 12. The agenda is posted at <http://sblafco.org/>.

10) Committee Reports

Awards Committee

President Rafferty emailed the awards nominations forms to the chapter boards.

11) Future Agenda Items

Board members to submit any other agenda items to President Rafferty.

12) Next Board/Chapter Meetings

- a. Board: February 1, 2023 – TBD
- b. Chapter: February 27, 2023 – TBD

13) Adjournment

Meeting was adjourned at 12:35 p.m.

Respectfully submitted,

Cynthia Allen, Ph.D., CSDM  
Secretary

CSDA Updates  
Charlotte Holifield  
Coastal Network Public Affairs Field Coordinator

**Upcoming CSDA events:**

**Webinar: Prevailing Wage Update 2023**

Tuesday, January 10, 2023 | 10:00 – 11:00 a.m.

Free for CSDA Members

Each year the California Legislature and Department of Industrial Relations change something in prevailing wage law. This year is no exception. Join us to learn about the new changes and also how the DIR is enforcing fines against public agencies for failure to file timely PWC-100, having unregistered contractors on a project and more.

**Virtual Workshop: Records Management**

1/11 & 1/12 9:00 a.m. - 12:00 p.m. each day

Presenter: Diane Gladwell

This interactive workshop will provide information about legal requirements and best practices for e-mail, records retention, and technology options for managing electronic records. This session will also cover media and devices, terminology, electronic records and e-mail retention, document imaging systems, software solutions, and taxonomies.

\$200 CSDA Member

**Webinar: Brown Act: Come for the Basics, Stay for the Updates**

Tues. Jan 17 10:00 a.m. - 12:00 p.m.

Presenter: Jeff Hoskinson, Atkinson Andelson Loya Ruud & Romo

This Brown Act presentation is geared toward board members and general managers / department heads to provide an overview of obligations to the public relative to the open conduct of the public's business, including an overview of new teleconferencing in rules in effect January 1.

**Workshop: Board member Best Practices**

1/18/2023 9:00 AM - 1/19/2023 12:00 PM

Presenters: David Aranda & CSDA Deputy Legal Counsel Mustafa Hessabi

Essential best practices of serving as a board member or trustee of a special district: the roles of board members and staff, policies and procedures your district should consider to ensure effective governance, and general ethics principles related to special districts including an overview of the laws affecting special districts.

**Upcoming NSDC event:**

**“NSDC in 2023: Legislative Priorities, Federal Funding, and Special Updates for Special Districts”**

Wednesday, January 25, 2023 10:00 PT

Registration link: [https://us02web.zoom.us/meeting/register/tZ0td-2rpjsuEtJom2rmvkryi81s-k\\_SFRbR](https://us02web.zoom.us/meeting/register/tZ0td-2rpjsuEtJom2rmvkryi81s-k_SFRbR)

Join the National Special Districts Coalition's Advocacy and Grants Teams as they present NSDC legislative priorities for the 118th Congress and information on project funding opportunities out of Washington, DC. Learn how to get involved with advocacy efforts on major priority initiatives of importance to special districts, including defining special districts in federal law and closing community gaps in adequate fire suppression infrastructure funding. Also, hear more about how to best utilize NSDC's federal funding and grant resources to bring resources to your district. Register today to get set for 2023!