

V. Approval of the Minutes

Date: April 20, 2022
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA (ZOOM)

Board of Trustees: Chairperson Larry Dean, Vice Chairperson Fred Main (excused) Board Members: Heidy Kellison, Stephen Souza, and Jonathon Howard

Staff: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

Guests: Richard Reed

Open Session:

- I. Call to Order **4:00pm**
- II. Approval of the Agenda **(3-0-0)**
- III. Trustee Announcements
 - a. COI for Any Agenda Items
None
- IV. Public comment
None
- V. Approval of the Minutes **(3-0-0)**
- VI. Informational Items
 - a. Superintendent Report (Written) (received and acknowledged)
 - b. COVID-19 Pandemic Memorial

Trustees Kellison and Souza presented a one-page fundraising document, draft budget, and draft community. All documents were accepted as drafted by the memorial sub committee.

c. Grounds Hire Update

The superintendent is currently accepting applications through the end of the month and will begin interviews the first week of May. All staff will participate in the selection process with an anticipated start date of June 1, 2022.

d. Audit Update

Craig Fechter passed away unexpectedly so our audit has been delayed for a month. The superintendent has submitted all requested audit documents to the audit firm and is waiting for the in-person audit to be scheduled.

VII. Action Items

a. Appoint Superintendent Review Subcommittee

The trustees discussed the appointment of this year's superintendent review subcommittee to review her performance for the 2021-22 fiscal year. Trustee Dean and Trustee Kellison volunteered to serve .

Action: Motion to appoint Trustees Dean and Kellison to this year's superintendent review subcommittee. Stephen Souza 1st, Jonathon Howard 2nd, **(4-0-0)**

b. Roof Repair Bids

The trustees reviewed all submitted quotes for the TPO roof replacement over the cart shed. Eight roofing companies were contacted to submit bids of which three did. Based on total cost and warranty, the Trustees recommended proceeding with Rabaino Roofing. **Action:** Motion to approve Rabaino Roofing quote and proceed with repairs. Larry Dean 1st, Stephen Souza 2nd, **(4-0-0)**

Business:	Bid:
Lucas Roofing	No Show to Quote Appt
RAB Construction	Reviewed Job – Bid not received
L&L Roofing	\$14,500.00
R&R Enterprises	No Call Back
Rabaino Roofing	\$13,500.00
Avi's Discount Roofing	No Call Back
GVL Roofing	\$14,100.00 or \$21,706.00
3R Roofing	No Response

c. Retirement Resolution

A draft retirement resolution was presented in recognition of Joseph Cattarin's upcoming retirement. Trustee Howard suggested that Joseph name be changed from all caps and the last name be used in paragraph one only. **Action:** Motion to approve with changes suggested by Trustee Howard. Larry Dean 1st, Jonathon Howard 2nd, **(4:0:0)**

Adjournment

Action: Motion to adjourn at 4:30pm Heidi Kellison 1st, Jonathon Howard 2nd, **(4-0-0)**
 Next meeting date is set for Wednesday, June 15, 2022

