

Date: August 16, 2023
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA 95618

Board of Trustees: Chairperson Larry Dean, Vice Chairperson Heidi Kellison Board Members: Stephen Souza, and Joseph Cattarin

Staff: District Superintendent Jessica Smithers; Assistant Superintendent Judy Fisher

Guests: Oliver Snow, Asst. Supervisors Deputy, District 4; Cathleen Moreno, Intern, District 4

Closed Session

- I. Call to Order **4:01pm**
- II. Employee Review and Compensation Consideration
- III. Adjournment **4:15pm**

Open Session

- I. Open Session **4:16pm**
- II. Approval of the Agenda **(4-0-0)**
- III. Trustee Announcements
 - A. Conflict of Interest **None**
 - B. COVID-19 Memorial Update

Construction of the reflection patio is complete. The district will hire out the remaining walkway work and prepare for archway installation.

- IV. Public Comment

Assistant Deputy Snow provided an updated on Trustee applications and let the board know a Trustee appointment was in the works and will be made formal at the next Supervisors meeting.

- V. Approval of the May 2023 Minutes **(4-0-0)**

- VI. Information Items
 - A. Report-out of Closed Session

Trustees Dean and Kellison presented the Superintendents performance review to the full board. Performance and salary were discussed. Closed Session Motion: Provide a 4.8% cost of living and 2.67% performance increase to the superintendent retroactive to July 1, 2023. Heidi Kellison 1st, Larry Dean 2nd, **(4-0-0)**

- B. Superintendent Report
Presented and received.

- C. Final Budget Adjustment Figures
Presented and received. Finally carryforward from 2022-23 was \$55,620

- D. Board Governance - District Representation
Trustee Kellison discussed a conversation she had with Supervisor Provenza regarding the possibility of shared governance of the district with District 2 to provide a stronger trustee applicant pool. The full board supported the idea and the superintendent will obtain formal confirmation from county counsel regarding the next steps.

VII. Action Items

A. 2023 - 2024 Appointment of Board Chair and Vice Chair

Per board policy, the trustees discussed the appointment of Chair and Vice Chair for the 2023 - 2024 fiscal year. Motion: Appoint Trustee Kellison as Board Chair. Stephen Souza 1st, Larry Dean 2nd, **(4-0-0)**
Appoint Trustee Dean as Board Vice Chair. Heidy Kellison 1st, Stephen Souza 2nd **(4-0-0)**

B. Board Meeting Schedule

Trustees discussed moving from an every-other-month meeting schedule to a set annual schedule.
Motion: The Board of Trustees shall hold regular meetings on the third Wednesday at 4 pm, during the months of August, October, December, February, April, and June. The annual meeting in June shall be for the purpose of electing officers, reviewing personnel, revising fees, and approving the annual budget for submission to the county. The motion to be effective immediately after passing. Stephen Souza 1st, Joseph Cattarin 2nd, **(4-0-0)**

C. Club Car Purchase

The trustee reviewed the Omnia governmental contract pricing quote provided by Nick's Custom Carts for a Club Car Carryall 500 to replace a 2007 Club Car on inventory. Motion to approve quote #11399 in the amount of \$16,449.20. Joseph Cattarin 1st, Stephen Souza 2nd, **(4-0-0)**

D. Loitering / Parking Policy

The trustees review a draft loitering / parking policy for inclusion in the district's policy manual. Motion to approve draft policy without revision. Stephen Souza 1st, Heidy Kellison 2nd **(4-0-0)**

Adjournment

Action: Motion to adjourn at 5:05pm Stephen Souza 1st, Heidy Kellison 2nd **(4-0-0)**

Next meeting date is set for Wednesday, October 18, 2023

A handwritten signature in black ink, appearing to be "S Souza", is written on a light gray rectangular background.