**CALIFORNIA PINES COMMUNITY SERVICES DISTRICT**

**REGULAR MEETING MINUTES**

**February 13, 2017**

**COUNTY ROAD #71 BUILDING #376 – DISTRICT OFFICE**

**CALIFORNIA PINES SUBDIVISION**

**MODOC COUNTY, CALIFORNIA 96101**

**CALLED MEETING TO ORDER AT BY CHAIRMAN TO THE BOARD OF DIRECTORS – Buck Rodgers at 4:10 P.M.**

**ROLL CALL:**

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| --- | --- | --- |
| DIRECTORS PRESENT | STAFF PRESENT | PUBLIC PREESENT |
| Chairman: Buck Rodgers | Assistant Fire Chief: Ryan Sherer | CRWA Circuit Rider: Angela Wendele |
| Vice Chairman: Todd Ehlinger | Board Secretary: Susan Lake | CRWA Circuit Rider: Tom Parnham |
| Treasurer: |  |  |
| Director: Mark Bishop |  |  |
| Director: |  |  |

**DIRECTORS ABSENT**: John Oates – On February 13, 2017, prior to the Special Board Meeting, Director Oates notified the Chairman to the Board of Directors of his resignation, effective immediately.

**ADOPTION OF THE AGENDA:**

Motion to adopt the agenda for meeting held on **February 13, 2017** made by **Todd Ehlinger,** seconded by **Mark Bishop,** motion approved.

**ACTION CALENDAR:** Board Roles and Responsibilities Workshop

Chairman to the Board now turns the meeting over to Angela Wendele, Circuit Rider for California Rural Water Association. The Board of Directors and staff in attendance, participated in a 3 hour, informative and interactive workshop presented by Angela Wendele.

**Some of the topics included:**

* Board member responsibilities – individually, and as a group
* Board Secretary responsibilities
* Best Practices for effective meetings
* Importance of using the District’s Mission Statement to guide District decisions
* Conflict resolution
* Community resources/staying connected
* Recognizing and avoiding a conflict of interest (or the appearance of a conflict of interest)
* Importance of planning for the future
* Using the annual audit as a guide when writing and implementing policy and procedure

The California Pines CSD is grateful for the time and energy of the **California Rural Water Association** and **Angela Wendele** for sharing resources and continuing to provide the District with guidance and support.

**PUBLIC COMMENT: None**

Motion to Adjourn the Special Meeting was made by **Todd Ehlinger,** seconded by **Mark Bishop,** motion approved. **MEETING ADJOURNED AT 7:21 PM**

The next regular meeting of the Board of Directors is **March 15, 2017** at **4 p.m.**

**CERTIFICATE OF POSTING**

I **Susan Lake**, Secretary to the Board of Directors of the California Pines Community Services District, hereby certify, to the best of my knowledge, that this is a true excerpt of the minutes to the **February 13, 2017** Special Meeting of the Board of said District.

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Secretary to the Board