

# Golden West Community Services District

P.O. Box 448, El Dorado, CA 95623 gwcsd.org



## **Special Meeting Minutes GWCSB Board of Directors** **Fire Station #49, 501 Pleasant Valley, Diamond Springs, CA** **Tuesday, January 11, 2022 6:30pm**

### **1. Call to Order/Roll Call: Meeting started 6:31 p.m.**

President Marc Regelbrugge, Vice President Patrick Williams, Director/Financial Officer Audrey Keebler, Director Duane Heilman, General Manager Shane Gilbert, Secretary Carrie Heilman

All Directors and Secretary Heilman were Present. GM Shane Gilbert absent

### **2. Approval of Agenda**

Board Discussion/Public Comment/Board Action

VP Williams moved we approve the agenda. Director Keebler seconded. All in favor. Motion passed 4-0

### **3. Special Meeting Business Items**

**Question 1** – as to whether the District should (a) seek to fill the Board seat vacated by Director Diana Kaighn’s resignation (effective December 14, 2021), and (b) take required measures to inform, solicit and evaluate candidates for the vacant Board seat.

Board Discussion/Public Comment/Board Action

(a) Do we want to fill the Board seat vacated by Director Diana Kaighn.

Director Heilman asked if there something that says we have to fill the position. VP Williams stated the By Laws say if we decide to fill the position, we have to do so within 60 days of the resignation. Director Keebler stated if we do not fill the position until December, we are required to have all four directors agree on any items we vote on until the position is filled. If we get below 4 directors, then the county would begin the appointment process. She feels it would be a good idea to solicit potential candidates with an explanation that it is completing a term and they have the choice whether to run in December. This would give someone the opportunity to see what we do and I whether they want to continue until the next election. VP Williams said if we choose to appoint before elections, then we have to do so in 60 days since the resignation; that would be February 12<sup>th</sup>. He says we can try before then and if we can’t fill it, we can hold off until December.

Diana Kaighn commented that the Board needs to keep in mind they don’t have to have 5 members but, they are required to have a GM and GM Gilbert is resigning in March.

President Regelbrugge stated that item is not on the agenda so we can’t go into that tonight.

He went on to say we need to publish the announcement seeking a director on the 14<sup>th</sup> of January. If we want to appoint someone on February 8<sup>th</sup>. We may have already missed that posting deadline with the Mountain Democrat. Director Keebler feels we may be too late for that.

President Regelbrugge says we would still meet the timeline if we post next week. VP Williams said we can let people know by word of mouth, post it on the Website and on Nextdoor. Then we can also ramp up with flyers for the seats in December. President Regelbrugge commented that we have an opportunity to try to attract someone right now. He thinks it's worthwhile.

Director Heilman made a motion to proceed with seeking a candidate to fill the current opening. Director Keebler seconded.

Discussion: **We need a posting on the GWCSO website and Nextdoor and also in the Mountain Democrat. President Regelbrugge will get the language to John MacConnell for the website and Director Keebler for the Mountain Democrat tomorrow. He wants it posted every day until the meeting on February 8<sup>th</sup>. He will also post it on the district boards in the district.** President Regelbrugge asked if we want to appoint a committee to receive the information from candidates and look over their qualifications. He'd like to discuss it later in the meeting.

All Directors in favor. Motion Passed.

(b) Who do we want to receive the candidate requests, review them and inform the other Directors?

**President Regelbrugge and VP Williams will receive the information from any candidates who are interested and send it out to the directors.** If and when we have candidates, we will plan to meet again to bring a candidate on board. Director Keebler asked if we can block a tentative date. President Regelbrugge suggested February 8<sup>th</sup> at Station 49. 6:30 p.m.

President Regelbrugge motioned we approve the procedures for seeking a candidate. Director Keebler seconded. All in favor. Motion Passed

Director Keebler asked if there wasn't a flyer giving information about Golden West and who we are, what we do. VP Williams said it's probably in John MacConnell's data bank online.

**4. Adjournment** VP Williams motioned to adjourn at 7:01 p.m. All in favor. Motion Passed.

**GWCSO Board of Directors**

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