

**WALLACE COMMUNITY SERVICES DISTRICT**

P.O. BOX 398  
Wallace, CA 95254

MINUTES

Workshop/Special Meeting of the Board of Directors

September 29, 2006

Meeting Place:

Mark Fusselman's Barn, 9500 Wallace Lake Drive, Wallace, Ca 95254

**1. ROLL CALL.**

All Directors were present for the workshop. Board President Charles Cantoni called the meeting to order at 7:00 PM.

**2. STUDY SESSION.**

Director Cantoni stated the purpose of this special meeting was two fold; a workshop to review the CSDA policy binder and discuss job vacancies. Directors reviewed job descriptions for General Manager and Facilities Manager and due to budget constraints recommended that a part-time Facilities Manager be considered first. The requirements for this Facilities Manager will be a D-1 and T-2 certifications. Director Cantoni will draft the help wanted notice to be reviewed by the Directors. There was a discussion regarding applying for Grants to fund a General Manager at a later date.

A budget review will need to be conducted at the next meeting to determine how to handle the cost over-run of new District employees.

The opening for a District Bookkeeper will be addressed later, however software for utility billing will be investigated by Directors Cantoni and Jackson before the next Regular Meeting. The financial software was discussed and QuikBooks will be retained by the District.

The Board reviewed CSDA policies, section 4 through 6 and suggested amendments to WCSD Governance Guidelines.

As part of the policy discussion Mark Fusselman was named to the negotiation committee, chaired by Director Cantoni. There was a clarification of Committee Policy that states if there are community volunteers on a Committee the time and place of meetings must be posted in accordance with the Brown Act. He further stated that two Directors could constitute a Committee and the meetings would not need to be posted.

The policy concerning weekend gate closure was discussed. Director Pugh will draft a ballot for residents to state preference for gate closure times.

Board Members will submit to Director Cantoni editing suggestions of CSDA

policies in order to facilitate adoption at the next Regular Meeting of the Board of Directors.

**3. ADJOURNMENT TO THE NEXT REGULAR MEETING-OCTOBER 12, 2006.**

The meeting was adjourned at 10:18 PM.

Respectfully submitted,  
FINAL MINUTES

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Cathryn Jackson, WCSD Director

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Charles Cantoni, President, WCSD