**MINUTES**

**Regular Meeting Held**

**March 20, 2018**

**Attendees: Absentees:**

Dan Daly, Chairperson Jaime Victoria, Operator

Sandra Davis, Vice Chairperson

Lenard Robinson, Director

Stu Speer, Director
Linda Hyatt, Director
Brittany Godinez, Office Clerk

Cathy Seabourn, GM

1. Chairperson Daly called the meeting to order at 4:00 PM
2. The Flag Salute was recited
3. Vice Chairperson Davis made a motion to approve the agenda as written. Director Robinson seconded the motion that passed with 5 AYES.
4. Director Speer made a motion to approve the minutes of the meeting held on January 23, 2018. Director Hyatt seconded the motion that passed with 5 AYES.
5. Public Comment: There was no one in attendance that wished to address the board.
6. Old Business: There was no old business to be discussed.
7. New Business
8. Resolution #1-18: A Resolution adopting a records retention/destruction schedule: GM Seabourn let the board know that there has not been an updated records retention/destruction schedule in several years. She came up with a well researched and updated schedule for all of the old files and records being held in the office. Director Speer made a motion to approve Resolution #1-18 in adopting a records retention/destruction schedule. Vice Chairperson Davis seconded the motion that passed with 5 AYES.
9. Staff Report/Open Discussion: GM Seabourn let the board know that Tom Hammond would be holding a town hall meeting on April 11th at 7:00 P.M. in the LLCSD District office. The meeting would be informing the

community on when the dumpsters will be placed out in the community, code enforcement coming out to the community and a possible large grant that Mr. Hammond is working on for HWY 395.

1. Director Hyatt made a motion to approve the cash management and the accounts payables. Director Robinson seconded the motion that passed with 5 AYES.
2. Chairperson Daly announced the next meeting to be held on April 24, 2018 at 4:00 in the district office and adjourned the meeting at 4:24 PM.

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Dan Daly, Chairperson Brittany Godinez, Secretary

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Date

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