MINUTES OF THE REGULAR MONTHLY BOARD MEETING

A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on October 12, 2011 at 7:00 p.m. at the District Office at 1351 Rollins Road, Burlingame, California.

1. Vice President Lerner called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.

3. Roll call
TRUSTEES PRESENT
Valentina Cogoni Lawrence Peterson  
Christine Fuller Leon Nickolas  
Robert Riechel Betsey Schneider  
Richard Tagg Samuel Lerner  
Donna Rutherford John Curtis  
Jim Ridgeway Joseph Fil  
Robert Maynard James Ridgeway  
Richard Tagg

TRUSTEES ABSENT
Donelle O'Connor, Maria Martinucci, Tim Frahm, James Metz, Raymond Honan, Barry Meinerth.

OTHERS PRESENT
District Manager, Robert Gay  
District Laboratory Director, Dr. Chindi Peavey  
District Operations Director, James Counts  
Jennifer Dermon, from C.G. Uhlenberg

4. Special presentations
Trustee Nominations for Board Officers for Calendar Years 2012-2013 presented to Board by Secretary of the Board, Valentina Cogoni  
Nomination for President – Samuel Lerner  
Nomination for Vice president Donna Rutherford  
Nomination for Secretary of the Board Leon Nickolas and Maria Martinucci  
Nomination for Assistant secretary Christine Fuller and Barry Maynard  
MOTION MOVED/SECONDED BY TRUSTEES RIECHEL/CURTIS. MOTION CARRIED UNANIMOUSLY.
5. PUBLIC COMMENTS AND ANNOUNCEMENTS
No members of the public were present.

6. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS
Trustee Riechel thanked Dr. Peavey for writing the note he presented to City Council about the West Nile virus positive bird in the City of San Bruno.
Director Gay introduced Mary Leon who was hired to work in the accounting department.

7. AGENDA AMENDMENTS
Amendment. After receiving approval from entire board to suspend the rule Vice President Lerner asked the board if anyone wanted to amend the agenda. Trustee Riechel proposed to discuss and vote on the proposal by operations director Counts relative to the airboat.
MOTION MOVED/SECONDED BY TRUSTEES RIECHEL/FULLER.
MOTION CARRIED UNANIMOUSLY.

8. CONSENT CALENDAR
Minutes for Regular Board Meeting, July 13, 2011 and September 14, 2011
MOTION MOVED/SECONDED BY TRUSTEES RIECHEL/CURTIS.
MOTION CARRIED UNANIMOUSLY.

10. BOARD COMMITTEE REPORTS
ENVIRONMENTAL – Chairperson Curtis reported the committee discussed public relations strategies.

FINANCIAL – Chairperson Nicholas planning a meeting to review options for the audit of the Fiscal Year 2010-11 and 2011-12. Jennifer Dermon recommending a different auditor than C.G. Uhlenberg. Recommending an independent firm.

POLICY – Chairperson Riechel presented revised policies 4040,4050,4060,4070. Also working on policy that direct how to get agenda item on the agenda at the request of one or more board trustees.
Lab Director Chindi Peavey asked Chairperson Riechel what the duties of the executive committee are. She requested to know when the committee meets and if such committee is requested to report to the Board of Trustees.
Vice President Lerner made a point of order requesting that staff members not be allowed to speak during a board meeting unless recognized by the president.
Board members requesting item to be agendized for discussion during next board meeting.
Motion made to continue consideration of above item until next meeting. Item to be placed in the November agenda.

STRATEGIC PLANNING – Chairperson Fil stated that next strategic planning meeting is scheduled for October 25th at 1200.
10. DISTRICT STAFF REPORTS
*Laboratory Director Chindi Peavey reported. See Entomology report and laboratory activities for more details.
*Operations Director Counts updated the board with the field activities. See the operational report for more details.
Asking for approval to spend $18,000 to do a complete engine over haul of the airboat.

- Vote taken in suspending the rule and therefore amending the agenda to allow discussion and possible approval of funds to fix the airboat. Entire board in favor of amending the agenda.
Operations director Counts stated that the Coastal Conservancy will provide $7,000. In addition, he will be able to sell the heads for $4,000 to $5,000. Operations Director states such of appropriation of funds is an emergency because the airboat is needed to continue the successful project to eliminate cord grass. At the end the district will be responsible for approximately $7,000 to $8,000. Director Gay asking the board to amend the budget to allow the full amount of $18,000.
MOTION TO AMEND THE BUDGET FOR UP TO $18,000 APPROPRIATION FOR WORK ON THE AIRBOAT AS SUGGESTED BY STAFF.
MOTION MOVED/SECONDED BY TRUSTEES CURTIS/RIECHEL.

MOTION TO AMEND THE BUDGET AND APPROPRIATE UP TO $18,000 FROM OUR CONTINGENCY RESERVES FOR THE TOTAL REBUILDING OF THE MOTOR ON THE AIRBOAT. THE BOARD IS EXEMPT FROM THE BIDDING PROCESS AS STATED IN POLICY 6030.33.
MOTION CARRIES UNANIMOUSLY

Vice President Lerner asked Operations Director Counts why he has a hard time getting bids for airboat. Director Counts stated that the boat is very large and not many repairing shops can accommodate such large boat. In addition, he wants the boat to be repaired by a respected and highly recommended business.

* Jennifer Dermon, from C.G. Uhlenberg updated the Board on overall administrative and financial activities.
See financial packet for details.
ACTION:
MOTION TO APPROVE THE FINANCIAL DOCUMENTS FOR CURRENT FISCAL YEAR.
MOTION MOVED AND SECONDED BY RIDGEWAY/RUTHERFORD
MOTION CARRIED UNANIMOUSLY.

11. DISTRICT MANAGER’S REPORT
See Manager’s written report for details
MOTION TO ACCEPT THE BID OF DE MARTINI/ARNOTT AND AN ADDITIONAL $2,000 TO REPLACE DRY ROT IF NECESSARY. MOTION MOVED AND SECONDED BY TRUSTEES RIECHL/CURTIS MOTION PASSES UNANIMOUSLY

MOTION TO APPROVE NEXT BOARD MEETING ON NOVEMBER 09, 2011 MOVED AND SECONDED BY TRUSTEES MAYNARD/NICKOLAS Motion passed unanimously

BOARD MEETING ADJOURNED AT 8:59p.m.

[Signatures]

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January 11, 2012

January 20, 2012

BOARD PRESIDENT