

BOARD OF DIRECTORS  
INDIAN WELLS VALLEY WATER DISTRICT

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ADMINISTRATION/EXECUTIVE COMMITTEE  
MEETING MINUTES

WEDNESDAY, JANUARY 9, 2019 – 3:30 P.M.

BOARD ROOM  
500 W. RIDGECREST BLVD., RIDGECREST

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Attendees: Don Cortichiato, Chuck Cordell, Don Zdeba, Reneé Morquecho, Jason Lillion and Rose Koch

**1. Call to Order**

The meeting was called to order at 3:30 p.m.

**2. Committee/Public Comments**

None.

**3. District Transparency Certificate of Excellence and District of Distinction Application**

Staff reported the requirements for renewing the Special District Leadership Foundation (SDLF) District Transparency Certificate of Excellence and District of Distinction Application.

Staff informed the Committee that all Directors are due for Ethics and Harassment Training. New Board members will be attending the required Special District Leadership Foundation (SDLF) Governance Training. Other such items required are current Budget, 2017-2018 Audit, and Board Manual revision. All will be presented to full Board at either the Board Workshop or February Regular Board Meeting.

**4. Board of Directors Manual**

Staff informed the committee of updates to the Board of Directors Manual. Updates included 2019 Committee Assignments, Budget information, and Organization Chart. The CD was changed to a datastick. Updates to files in the datastick include the *Personnel Manual* amended in 2016 and Ordinance 104 *Water Sales and Service Policy Manual*. Resolution 13-08 Establishing Financial Reserve Policies was added to the datastick.

Review of the Board of Directors Manual is a requirement for the District of Distinction application.

**5. Draft Agenda for Public Hearing and Regular Board Meeting of January 14, 2019**

The Committee reviewed the agenda and made changes.

**6. Future Agenda Items**

None.

**7. Adjournment**

The meeting was adjourned at 3:59 p.m.