

Agenda: Lake Canyon Mutual Water Company Board Meeting

Tuesday, October 1, 2019 7:00 p.m.

Water Filtration Plant, 19605 Manzanita Dr., Los Gatos CA

lakecanyonmwc@gmail.com <http://www.lakecanyon.com/> 408-834-7745 (message)

PUBLIC FORUM: Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, if the matter is not on the agenda or pending before the Board.

Call to Order / Start Conference Call for remote meeting access:

7:00 p.m.

Call-In #: **(844) 801-6666 NOTE NEW NUMBER** Access Code: 987178#

Roll Call - incoming board: Casey Farrand, Jim DiZoglio, Mindi Porebski, Rebecca Cabral, Susan Ady
outgoing board: Hany Klein, Kenji Morita, Vu Dang

Election of Officers: President, Vice-President, Secretary, Treasurer (roles in Bylaws)

Training of Board Members: required, documents

AB54 & AB240: Ethics for Mutual Water Board Members ONLINE

By law, all mutual water board members are required to have two hours of ethics training every six years, and **within six months of taking office**. This training is designed to provide for system longevity and helps assure that board members meet their legal responsibilities. Required topics of training include: conflicts of interest, fiduciary responsibilities, Safe Drinking Water Act compliance, long term management and Capital Improvement Planning. We will also cover the AB240 requirements, which affect Mutual Water Systems as of January 2014. This workshop allows mutual water systems to comply with this new regulation and helps prepare them to better govern their water company. This workshop meets the legal requirement for board members ethics training under AB54. Participants will learn and understand:

- All requirements of AB54 and AB240
- Financial conflicts of interest to avoid
- Strategic planning
- Financial responsibilities
- Capital Improvement Planning
- How to comply with the Safe Drinking Water Act

Tuesday, 12/10/2019 10:00 a.m. – Noon "AB54 & AB240: Ethics for Mutual Water Board Members"

<https://www.events.rcac.org/assnfe/ev.asp?MODE=&ID=1818>

Wells Fargo Bank check and account signer: President (Santa Cruz Avenue, Los Gatos branch)
Quickbooks Online Access

New Business

Review of September 10th meeting minutes

Beardsley Rd. Paving: October 14 – 18

Daily closing times: 8:00 or 8:30 a.m. to 4:00 p.m.

Pedestrian access

Speed Bumps / Water Drainage / Curbing

Feedback – Annual Meeting: venue, date, food, drinks, other.

Monthly Meetings: normally 3rd Wednesday of each month

Minutes: Bud Everts or volunteer

Meter Readings: monthly on Fridays (mid-month or later). Next readings are Friday, Oct. 18th by Rebecca & Jim. Others?

Financial Reporting for Future Meetings

Management Reports: Prior Month (Expenses by Vendor Summary, P&L, Balance Sheet)

Wells Fargo Bank Statement with current balance

Bank Reconciliation

Accounts Receivable status

Water Reports

Communication and Correspondence

Possible Future Topics:

Traffic and Pedestrian Safety
Budget

Community Park
Fire Lanes: striping

Loans / grants for Water Line
Survey Markers status

Review and approve today's Meeting Minutes

Create next meeting agenda items: Tuesday, October 15, 2019 7:00 p.m.

Adjourn