

Minutes of the Special Board Meeting for the  
Scotia Community Services District  
Thursday, May 4th, 2023 at 5:30 P.M.

**A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:32 PM**

Paul Newmaker, President– Present

Diane Black, Vice President – Present

Delia Ansted, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Amber Sandum, SCSD Administrative Assistant; Scott MacLeran, District Legal Counsel.

**SETTING OF THE AGENDA**

Resolution 2023-6 on the agenda has the incorrect Resolution number should read 2023-7.

**B. PUBLIC COMMENT & WRITTEN COMMUNICATION** –None received prior to the meeting.  
None received during the meeting.

**C. ADJOURN TO CLOSED SESSION** None

**D. BUSINESS**

**New Business –**

**1. New Business -**

- a. Adopt Resolution 2023-7:** Resolution of the Scotia Community Services District Amending the Personnel Policies and Procedures. Board Discussed and approved suggested changes to the Policies and Procedures. The board gave directions to staff to create a contact list for employees and Board members.

**Motion:** To Approve Amending the Personnel Polices and Procedures

**Motion:** Black **Second:** Pryor

**Motion Vote:** **Ayes:** Ansted, Black, Newmaker, Pryor, Sellen **Absent:** None **Abstain:** None

- b. Adopt Resolution 2023-8 :** A Resolution of the Scotia Community Services District Board of Directors approving amendments to the General Manager Job Description.

Board Approved amendments to the General Manager Job Description

**Motion:** To approve amendments to the General Manager Job Description

**Motion:** Black **Second:** Ansted **Ayes:** Ansted, Black, Newmaker, Pryor, Sellen **Absent:** None  
**Abstain:** None

**E. REPORTS – None**

F. BOARD TRAINING: None

G. ADJOURNMENT at 6:06 PM

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

5/18/23

Date

Attest:

Wendy Gaudin

Board Clerk

Scotia Community Services District

5/18/23

Date