

MINUTES FOR A SPECIAL TIMBERLAND ACRES DOMESTIC WATER IMPROVEMENT DISTRICT BOARD MEETING CONDUCTED IN THE TIMBERLAND ACRES COMMUNITY CENTER

NOVEMBER 1, 2019

IN ATTENDANCE:

Steve Valentine, Chairman
Brian Shields, Secretary
Glenda Call Treasurer
Roger Miller, Secretary of
Affairs

- 1.Call to Order: Steve called the meeting to order at 7:00 AM.
- 2.Pledge Allegiance to the Flag: Pledge to the Flag was recited by all in attendance.
- 3.Conformation of a Quorum: All board were members present and a quorum existed.
- 4.Billing Coordinator Contract: The purpose of this meeting was to discuss and clarify (a) the term of the contract for the Billing Coordinator, *aka Contractor*, and (b) when the Contractor could/did transition to working on a month to month basis.

The contract specified there could be one-year extensions for that contract. Therefore, it was understood that the Contractor could continue to perform her duties on a month to month basis until she either voluntarily vacated the position or was dismissed by the Board. If neither of these two events occurred and the Contractor reached the full term of the contract, the normal process for going out bid for the Billing Coordinator position would be followed. For the purposes of the Billing Coordinator position the term of that contract ends January 2020.

The normal process includes the Secretary of Affairs posting a Go Out to Bid Notice two weeks prior to the January 2020 Regular Board Meeting. Anyand all interested persons can submit a resume for the Billing

Coordinator position. The Board will select a person during the January meeting.

5.Call to the public: There were only a few general questions about the process.

6.Adjournment: The meeting adjourned at 7:15 A.M.