

North Bay Watershed Association Board of Directors Special Meeting - Summary

July 17, 2024 | 9:30 – 10:00 a.m.

Virtual meeting Via Zoom

www.nbwatershed.org

1. **Welcome and Call to Order—Directors, Member Representatives Present Included:**

Jason Dow - Central Marin Sanitation Agency (CMSA)	Ryan Gregory – Napa Sanitation District
Leon Garcia – Napa County Flood Control District	Jean Mariani (Chair) – Novato Sanitary District
John Shribbs – City of Petaluma	Pamela Meigs – Ross Valley Sanitary District
Kate Hagemann – City of San Rafael	Andy Rodgers – NBWA
Mary Sackett - County of Marin	Sabrina Marson – NBWA
Susan Gorin – County of Sonoma	Cory Bytof – City of San Rafael
Larry Russell – Marin Municipal Water District (MMWD)	

Ten NBWA board members, representing a quorum, attended the meeting comprised of 13-member agency staff, stakeholders, partners, and interested members of the public. Meeting participants attended remotely via Zoom.

1. **Welcome and Call to Order – Roll Call and Introductions** – Chair Mariani called the meeting to order at 9:33 am and took roll call.
2. **General Public Comment** – None
3. **Agenda Review**– Chair Mariani asked for any Board members to speak up if there were requested changes to the agenda. No comments. None opposed—Unanimously approved.
4. **Discussion and Possible Action Item**

Review and consider approval for the Central Marin Sanitary Agency’s contract for Treasurer and Controller Services for ratification.

The board discussed the Central Marin Sanitation Agency (CMSA) contract proposal for treasurer and controller services, with Larry (MMWD) and Jason (CMSA) expressing their support for this idea. Andy provided an update on the matter, stating that both the CMSA commissioners and the NBWA board had reviewed the contract.

The board expressed support for the new contract with CMSA for Treasury and Controller services and discussed the proposed compensation element of approximately \$10,000 a year for the Administration Treasury Services plus approximately \$3,500 to set up a bank account and internal tracking systems for the North Bay Watershed Association. The team also discussed the approval process for vendor checks.

Director Shribbs motioned to ratify the CMSA contract for treasurer and controller services. Director Russell seconded. None opposed.

5. **Announcements/Adjourn**

Meeting adjourned at 9:45 am Next Board Meeting: September 6, 2024

SUBMITTED BY: Andy Rodgers, Executive Director, NBWA