**HAMILTON BRANCH COMMUNITY SERVICES DISTRICT**

**BOARD MEETING MINUTES OF JULY 21, 2020**

**MEMBERS PRESENT:** Jay Williams. Brett Hurff, Albert “Bud” Bosworth, James Lee, Christine Delucchi

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Melcon, Mike Saitone, J. D. Hackett, Jan Hammill

**CALL TO ORDER:** President Jay Williams called the meeting to order at 6:07.

**PREVIOUS MINUTES APPROVAL:** Albert “Bud” made a motion to accept the minutes ofJune 16th Board meeting. Jay made the second motion.

**PUBLIC COMMENT:** Mark commented that our website had the wrong meeting dates.

**FIELD MANAGERS REPORT:**

* J.D reported on the Tank levels, meter reading, 811, the Spring, chlorine & batteries, water usage, new install & lead & copper testing.

**MANAGERS REPORT:**

* Report of Financials for Fiscal year ending June 30, 2020. (Included in packet) Laif balance $223,395.50.

**OLD BUSINESS:**

* HBMW annexation focus date is September 1, 2020. HBMW will be sending out proxy to shareholders. They need 55% approval for things to move forward. Hopefuly we get HBMW financials in 2 weeks. Steves pumps visits wells 2 times a year. Scada problems when internet is down.
* Mike will call Singleton Auman to see if they will do our yearly audit.
* No decision on Church property

**NEW BUSINESS**

* Jay distributed new and updated job descriptions for General Manager, Field Manager and Office Manager. Employees are to read and sign and return to Mike to give to Jay.
* Signed up with Inhance to backup our software to the cloud for a yearly fee.

**CORRESPODENCE:** None

**NEXT REGULAR SCHEDULED MEETING:** August 18, 2020, 6 pm. HBCSD

**CLOSED SESSION PER GOVERNEMENT CODE 54956.9:** None

**MEETING ADJOURNED:** President Jay Williams adjourned the meeting at 6:50 pm**.**

 Respectfully Submitted

 Albert “Bud” Bosworth, Board Secretary