



MINUTES

Isla Vista Community Services District Board of Directors
Regular Meeting
6:00 PM, Tuesday, April 4, 2017
Community Room, 970 Embarcadero Del Mar
Isla Vista, California

Board of Directors
Ethan Bertrand PRESIDENT OF THE BOARD
Natalie Jordan VICE PRESIDENT OF THE BOARD
Spencer Brandt SECRETARY OF THE BOARD
Jay Freeman DIRECTOR
Jon Hedges DIRECTOR
Robert Geis DIRECTOR, COUNTY OF SANTA BARBARA APPOINTEE
George Thurlow DIRECTOR, UC SANTA BARBARA APPOINTEE

1. INTRODUCTION

- 1.1. Call to Order**
- 1.2. Announce that the meeting is being recorded**
- 1.3. Roll Call**
BERTRAND, BRANDT, FREEMAN, GEIS, HEDGES, JORDAN, AND THURLOW PRESENT.
- 1.4. Reminder to Directors: Forms and Training**
Directors must complete Form 700, AB 1234 training, and AB 1825 training by the respective deadlines.
- 1.5. Approval of Minutes of the March 21, 2017 Regular Meeting**
The Minutes were approved as is.
- 1.6. Hear reports from Members of the Board**

2. PUBLIC COMMENT PERIOD

At this time, any member of the public may speak on items under the subject jurisdiction matter of the Board of Directors that are not on the agenda. The Board will not take action on any item not on the agenda except as provided by law.

3. DISCUSSION AND ACTION ITEMS

3.1. Discuss recommendations from the formation committee regarding establishing a district Treasurer

Discuss and consider recommendations from the Formation Committee to the Board of Directors regarding treasury and accounting procedures and next steps (See *Attachment A*).

MOTION to approve Item 3.1 with recommendations A, B, C, E, and F and that the Chair of the Formation Committee will be the main point of contact with the County Auditor-Controller's office, and to refer Item D back to the agenda of the Formation Committee.

MOVED BY: Thurlow; *SECONDED BY:* Brandt

MOTION PASSED UNANIMOUSLY 7 – 0 – 0 by voice vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

3.2. Consider recommendations from the Formation Committee regarding insurance options

Consider recommendations from the Formation Committee that the board solicit a presentation from the California Special District Association (CSDA) regarding what options the district has for insurance coverage.

No action taken.

3.3. Discuss and consider recommendations from the Formation Committee regarding current and future funding options for the district

Discuss ways to bring revenue into the District, including but not limited to UCSB's pledged contribution (\$1.4 million), opportunities for grant funding, a ballot measure for a special tax, and donations; discuss protocols for aforementioned funding mechanisms, and recommendations from the formation Committee.

- A) Discuss and review the issues in the formation committee report concerning solicitation, acceptance and accounting for donations to the IVCSA.*
- B) Provide direction to the policy committee to compile and recommend a district donation policy.*
- C) Discuss a strategic plan to solicit donations in the near term to fund administration activities of the district and a long-term strategy for support of district program.*

MOTION to provide direction to the Policy Committee to work on the policy recommendation from the Formation Committee regarding the acceptance of donations.

MOVED BY: Brandt; *SECONDED BY:* Jordan

MOTION PASSED UNANIMOUSLY 7 – 0 – 0 by voice vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

MOTION to direct the formation committee to construct a strategic plan to solicit donations in the short term and long term; and to direct the committee to discuss and make recommendations on an agreement regarding the relationship between the IVCSA and the IVCDC.

MOVED BY: Thurlow; *SECONDED BY:* Brandt

MOTION PASSED UNANIMOUSLY 7 – 0 – 0 by voice vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

3.4. Consider adopting policies recommended by the Policy Committee

The Board will receive the recommendations of the Policy Committee, provide suggestions for the recommended policies, make any necessary changes, and take action on the recommended policies (such actions may include voting to adopt the policies). The Board will also receive a report from the Policy Committee, and consider action on the structure and operations of the committee.

- A) Consider adopting policies recommended by the Policy Committee as found in *Attachment C*.
- B) Review the Draft Policy Manual compiled by Director Freeman.

MOTION to approve the policy committee's recommendations as stated in Attachment C with the correction in policy B, "Committee Selection Policy," subheading 3 in the first sentence changing "two weeks" to "three weeks."
MOVED BY: Brandt ; SECONDED BY: Hedges

MOTION PASSED UNANIMOUSLY 7 - 0 - 0 by voice vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

3.5. Internship program

Following the last meeting, Director Bertrand signed the approved MOU and delivered a copy of the MOU to Bruce Bimber, Chair of the Department of Political Science. The Board may discuss ideas and implement a plan for how to carry out the District's initial role in working with the Department of Political Science and the Office of the Special Assistant for Isla Vista to facilitate the Internship Program for Spring Quarter.

Director Thurlow stepped out of the room at 8:30 PM to recuse himself from further discussion.

MOTION to Direct the Board President to assign members of the Board of Directors to work in coordination with university interns. Each intern shall be assigned to work in coordination with a designated Director, and will assist the Director in carrying out their Board and committee responsibilities. The intern is not an employee of the Board of Directors, nor the IVCS D, but will work, as part of their internship, to assist the Director. The Director shall report regularly to the Board on their work in coordination with the intern and shall contact the OSAIV or DPS for any matters related to the intern's employment.

MOVED BY: Brandt; *SECONDED BY:* Geis

MOTION CARRIED 5 – 0 – 1 with Director Thurlow absent by voice vote:

AYES: 5
NOES: 0
ABSTAIN: 1
ABSENT: 1

MOTION to Authorize the Board President to meet with (a) representative(s) from the DPS to receive a list of the three university interns of whom will be assigned to assist the IVCSA, and for the Board President to coordinate and facilitate an orientation program for the interns.

MOVED BY: Geis; *SECONDED BY:* Brandt

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6
NOES: 0
ABSTAIN: 0
ABSENT: 1

MOTION to create a Spring Quarter Internship Ad-Hoc Committee that will develop a set of protocols for directors to work with their assigned interns, and to make recommendations to the Board of Directors. The membership of the committee will be appointed by the Board President.

MOVED BY: Brandt; *SECONDED BY:* Hedges

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6
NOES: 0
ABSTAIN: 0
ABSENT: 1

3.6 Internship Committee

The Board will consider Internship Committee's role and membership. The Board may take action to make any changes that are needed for the Internship Committee to continue to function and support the newly created Internship Program.

MOTION to dissolve the Internship Committee.

MOVED BY: Jordan; *SECONDED BY:* Brandt

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6
NOES: 0
ABSTAIN: 0
ABSENT: 1

3.7 Hear a report from the Community Engagement Ad-hoc Committee

Hear an update from the newly formed Community Engagement Committee regarding their outreach efforts.

Report received.

3.8 Discuss options for members of the Public to serve on Committees

The Board will discuss options related to adding members of the Public to various Committees.

No action taken.

3.9 Discussion of Structure Surrounding Agreements and Contracts

Discuss how the Board can ensure that all Directors have access to enough information to make an informed vote on agreements and contracts, an issue which could transcend mere policy (*See Attachment D*).

MOTION to send the issue of structure surrounding agreements and contracts to policy committee and report back to the board with a proposed solution.

MOVED BY: Jordan; *SECONDED BY:* Brandt

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6
NOES: 0
ABSTAIN: 0
ABSENT: 1

4. FUTURE MEETING DATE(S) AND FUTURE AGENDA ITEMS

The next Regular Meeting of the Board of Directors is scheduled for April 18, 2017, at 6:00 PM in the Community Room, 970 Embarcadero del Mar.

MOTION to cancel the April 11, 2017 Special Meeting.

MOVED BY: Brandt; *SECONDED BY:* Jordan

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6
NOES: 0
ABSTAIN: 0
ABSENT: 1

5. ADJOURNMENT

MOTION to adjourn.

MOVED BY: Jordan; SECONDED BY: Brandt

MOTION CARRIED 6 – 0 – 0 with Director Thurlow absent by voice vote:

AYES: 6

NOES:

ABSTAIN:

ABSENT: 1