



SPECIAL BOARD OF DIRECTORS MEETING
C. V. Starr Community Center 300 S. Lincoln St
Fort Bragg, CA. 95437
Tuesday, August 8th, 2023
4:00 P.M.

Minutes

1.0 CALL TO ORDER

Call to order and roll call

- The meeting was called to order at 4:00pm
- Board members present: Kylie Felicich, Barbara Burkey, John Huff
- Board members absent: Angela Dominguez, Dave Shpak

2.0 APPROVAL AND ADOPTION OF AGENDA

- There agenda was adopted as presented.

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None.

4.0 DISCUSSION/ACTION

4.1 Review Job Description, MCRPD District Supervisor.

- The job description was reviewed.
- There was a motion to adopt the job description and post it immediately.
- M/S/C Huff/Felicich
- Yeyes: Felicich, Burkey, Huff
- Absent: Dominguez, Shpak

4.2 Discuss the need to hire an independent bookkeeper.

- Discussion of the immediate need of a bookkeeper or accountant was discussed.
- Huff mentioned that we need to do a request for proposal.
- Staff reminded the board that they do not have a staff person available to write a request for proposal.
- There was discussion about asking CAPRI to assist with the request for proposal project.
- There was a motion to have the board chair reach out to CAPRI to get the ball rolling on getting a bookkeeper/accountant/develop and RFP
- M/S/C Huff/Felicich
- Yeyes: Felicich, Burkey, Huff
- Absent: Dominguez, Shpak

5.0 ADJOURNMENT –

- The meeting was adjourned at 4:25pm