

OLANCHA COMMUNITY SERVICES DISTRICT
689 SHOP STREET
OLANCHA, CA 93549-0064
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www.olanchafd.org

**REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF
THE OLANCHA COMMUNITY SERVICES DISTRICT**

Date: August 17, 2023

**MINUTES
UNADOPTED**

Regular Meeting 6:30 PM

In Attendance:

Neale Gordon, Chair
Jennifer Gordon, Director
Dennis Smith, Director
Norm Sahn, Director
Chelsea Benbrook, Fire Chief
Cyndi Riley, Secretary

Absent:

Robert Olin, Director

Regular Board Meeting

- 1) **Call to Order**
 - Called to order by Chair Neale Gordon at 18:34 (6:34 pm)
- 2) **Public Comment** – None
- 3) **Correspondence** – Inyo County Annual Statement of Carry & Market Values
- 4) **Meeting Minutes for Regular Meeting of July 27, 2023**
 - Motion to approve meeting minutes by Director Dennis Smith, Second by Director Jennifer Gordon. Motion passed 4/0
- 5) **Financial Statements - Review and Approval**
 - Auditors Office statements, July 2023
 - Bank statements, February – July 2023 (N/A)
 - Ambulance billing statement – no update
 - Motion to approve financial statements made by Director Dennis Smith, Second by Director Norm Sahn. Motion passed 4/0
- 6) **New Business**
 - Employee authorization forms for final pay
 - Alta One credit card authorization – Chelsea Benbrook and Cynthia Riley to be cardholders and authorized signers
 - Motion to approve cardholders and signers made by Director Norm Sahn, Second by Director Dennis Smith. Motion passed 4/0
- 7) **Old Business**
 - John Almeida and SED – no update
 - Billing process and run reports – no update
 - Wildlands Budget – no update
 - Sheriff billing for FY 22-23 and 23-24 – not paid
 - Set up of SAM.gov account for payment – no update
 - Awards Banquet – no update
 - Fit testing – Neale Gordon will verify expiration date of testing license

- Community Events – Flu Shot Clinic October 9, 2023

8) Board Approval of bills over \$1,000.00

9) Chief's Report

- Motion to approve Chief's Report made by Director Norm Sahn, Second by Director Dennis Smith. Motion passed 4/0

10) Acknowledgement of next Regular Board Meeting Date and Time (September 21, 2023 @ 6:30 PM)

11) Adjournment

- Motion to adjourn at 19:36 (7:36 pm) made by Director Dennis Smith, Second by Director Norm Sahn. Motion passed 4/0