**ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**421st MEETING OF THE BOARD OF TRUSTEES**

**42624 - 6TH STREET EAST, LANCASTER, CALIFORNIA 93535 (661) 942-2917**

**APRIL 22, 2021**

**4:00 P.M.**

**MINUTES**

**MEETING VIA WEB CONFERENCE**

**TRUSTEES PRESENT**: Elvie Ancheta, David Gantenbein, John Manning and Tierney

Smith-Woods.

**TRUSTEES ABSENT**: Steve Hofbauer

**STAFF PRESENT**: Cei Kratz and Carolyn Etherton (consultant)

**OPENING**: President Manning called the meeting to order at 4:06 p.m

**PUBLIC COMMENT**: limit to 3 minutes:

An opportunity for members of the public to address the Board on items of interest that

are within the Board’s subject matter jurisdiction, and are not otherwise posted on the

agenda. No members of the public were present.

**APPROVAL OF MARCH 25, 2021 MEETING MINUTES:**

Trustee Gantenbein moved to approve the minutes. Trustee Ancheta seconded the motion. The motion passed unanimously.

**APPROVAL OF EFT’S AND WARRANTS FOR A TOTAL OF $84,949.49:**  Trustee Smith-Woods moved to approve EFT’s and Warrants. Trustee Ancheta seconded the motion. The motion passed unanimously.

**APPROVAL OF REQUISITION NO. 1714 FOR A TOTAL OF $75,000:**  Trustee Gantenbein moved to approve the requisition. Trustee Smith-Woods seconded the motion. The motion passed unanimously.

**APPROVAL OF FINAL AUDIT REPORT FROM ANTHONY BRUNEAU, CPA, COBB DOERFLER & ASSOCIATES:** Each board member was provided a copy of the audit via email. Anthony Bruneau went through the audit and provided an explanation page by page. In the auditor’s opinion, the financial statements referred to in the audit, present fairly in all material respects, the respective financial position of the governmental activities, special revenue fund and the aggregate remaining fund information of the AVMVCD as of June 30, 2020, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the USA.

**DISTRICT MANAGERS MONTHLY REPORT INCLUDING LEGISLATIVE REPORT:**

Manager Kratz reported we are preparing for the upcoming season.

 We have 4 returning seasonal technicians – one will start each week beginning on May 10th. We have hired two new seasonal technicians who will start in June.

 We have begun working on the budget that will be presented to the board for approval at the next board meeting in May.

 Manager Kratz reported she will be using up her remaining sick leave periodically between now and July 1st retirement date.

 We have new videos posted on our website and social media outlets for the public to view and to use for training purposes. Brenna worked on this project with a local media company - they feature our employees doing different district tasks.

**NEXT BOARD MEETING IS SCHEDULED FOR MAY 27, 2021 AT 4:00 VIA ZOOM**

**BOARD OF TRUSTEES COMMENTS:** Trustee Gantenbein inquired about continuing

 education for licensed technicians and how that is being handled due to COVID restrictions.

Manager Kratz reported they all attended the MVCAC conference via ZOOM this year

which provided them with most of the credits they needed. Any additional requirements

were met via webinars as well.

The Board discussed the upcoming interview process for the new District Manager. Trustee

Ancheta asked that the board review the ‘question list’ that she emailed to the board

members and provide her with any feedback. The board will meet here at the district office

30 minutes before the first interview is scheduled. They will decide on which candidate to

hire that day and President Manning will place a phone call to that candidate. Trustee

Smith-Woods has family obligations out of town and might not be able to attend the

interviews.

**ITEMS NOT ON THE POSTED AGENDA:** None

**ADJOURNMENT:** There being no further business to come before the Board, President Manning adjourned the meeting at 5:12 p.m.

Respectfully Submitted: Approved:

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John Manning Elvie Ancheta

Board President Board Secretary