

Ebbetts Pass Veterans Memorial District
P.O. Box 175
Murphys, CA 95247

AGENDA
July 13, 2023
10:00 AM
Community Room at the Arnold Fire House

Regular Meeting (Open to the Public)

Notice Regarding Closed Session

The Brown Act, which controls when a closed meeting can be held, requires that the Board give notice of certain facts before holding a closed meeting to discuss leasing property. The Board will hold a closed meeting after the open meeting to discuss leasing property at the Meadowmont Shopping Center in Arnold. The landlord for the shopping center is Maple Leaf Property. The main contact person for the Board is the Chair, Don Padou. The Board is considering leasing a storefront in the shopping center to provide services to veterans. The discussion with Maple Leaf will concern price and terms of the lease.

1. Correspondence
2. Reports and Updates – Members of the Board will provide updates to the Board on activities of interest.
3. Public Comment – The public may comment on any item on this agenda or any other topic within the purview of the Board.
4. Minutes – The Board will consider approving the minutes of the June meeting.
5. Board Rules – The Board will consider adopting a basic set of rules governing its operations, such as setting meeting dates and times.
6. Annual Budget Signature Resolution – The Board is required to prepare new signature cards as part of the budget. The Board is also further required to pass a resolution regarding the signature cards. The Board will consider such a resolution.
7. Parade Fee – The Board will consider approving payment of \$25 for the July 4th Parade entrance fee.
8. Election Fee – The Board will consider authorizing payment of an \$1,800 bill from the County Board of Elections.
9. Consolidating Checking Accounts – The recent required annual audit revealed that the Board maintains two checking accounts at El Dorado Savings Bank. One account is used to pay the Board's usual expenses. The other account has a little over \$2,000 in it and has not been used for a number of years. The Board will

- consider closing the unused account and transferring the balance to the main checking account.
10. Consolidating Bookkeeping Accounts – The Board will consider consolidating the two bookkeeping accounts it holds at the County into a single account.
 11. Veterans Day Ceremony – The Board will consider the program of events for Veterans Day 2023, including revisiting whether there should be a BBQ for attendees.
 12. Hiring a Temporary Employee – The Board will consider hiring a temporary employee to, among other things, convert board documents such as previous agendas and minutes into an ADA compliant format for posting on the upcoming website.
 13. Compensation for Bookkeeper – The Board will consider paying its bookkeeper an hourly wage in addition to the current monthly retainer to cover bookkeeping services such as the recent audit that exceed the scope of work covered by the retainer. The bookkeeper charges other clients \$55/hour. If the Board agrees to pay the bookkeeper on an hourly basis, the Board will consider reporting safeguards to control the expense.

Executive Session (Closed to the Public)

The Board will hold an executive session immediately after the regular meeting. The Board will discuss:

1. Leasing Property – The Board will discuss leasing a storefront in the Meadowmont Shopping Center in Arnold to provide services to veterans. Please see the required notice in the agenda for the regular meeting for more details.