

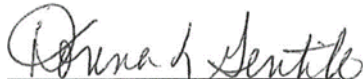
**MINUTES of Executive Committee (EC) Meeting
Water Resources Association of Yolo County (WRA)
October 15, 2019, 12:00 pm – 12:30 pm**

Present: Roger Cornwell, Kurt Balasek, Tim O'Halloran, Elisa Sabatini, Donna Gentile, Lynnel Pollock

Absent: Jesse Loren, Kristin Sicke

1. **Call to Order:** Meeting was called to order by Chair Cornwell at 12:05 pm.
2. **Approve Agenda and Adding Items to the Posted Agenda:** Tim motioned to approve the agenda and Elisa seconded the motion that was unanimously approved.
3. **Public Comment:** No comments.
4. **Administrative Items:** Elisa motioned to approve Administrative Items b – f. Roger seconded the motion that was approved unanimously.
 - a) Review of draft 6/30/18 and 6/30/19 Audit Report postponed to November EC meeting: Rick was unable to have the draft report ready for review by today due to the 10/15 tax client deadline for his business. He can have the report ready by the next EC meeting. The EC decided that there wasn't a rush to review this report and report to the Board at the November meeting. The EC agreed it was acceptable to have the Board receive the final audit at the January Board meeting. Since the EC is planning to hold the November meeting at River Garden Farms after the Technical Committee meeting, this may not be convenient for Rick to attend. Donna will coordinate with Rick for best options for review of the audit.
 - b) September 5, 2019 EC minutes were approved.
 - c) Reviewed FY2019-2020 financials: September 2019: EC reviewed September financials. The WRA received the Westside IRWM FY19-20 cost share invoice. This will be paid after WRA receives funds from the YSGA for this expense.
 - d) Review and approve FY2019-20 Employee Water & Benefits Agreement: The EC reviewed the benefits agreement and did not feel it was necessary to have someone formally sign and approve it, which was recommended by the YSGA's auditor.
 - e) Sign authorization for changes to LAIF and First Northern Bank account signatories: Roger, Tim and Elisa signed the forms. Jesse will have to sign the forms later, since she is not in attendance today.
 - f) Approval of invoice payments for WRA & YSGA expenses: All payments were approved.
5. **WRA Board Meeting:**
November 18, 2019–Discuss agenda items: The EC will set the agenda at their November 7th meeting.
6. **Other Updates & Future Executive Committee Agenda Items:** Donna informed that the WRA's laptop is no longer holding a battery charge and needs updated Windows operating software. It is 8 years old. The EC discussed whether it was worth replacing the battery and agreed that it was time to update to a new laptop. Donna will research the most cost-effective solutions for replacement. Tim Ireland from the YCFC gave Donna a recommendation from Dell.
7. **Next Executive Committee Meeting Date:** November 7, 2019, 12:00 – 12:30 pm; River Garden Farms, Knights Landing.
8. **Adjourned** at 12:25 pm.

Respectfully submitted,



Donna L. Gentile, WRA Secretary and Administrative Coordinator