

MINUTES OF A REGULAR MEETING
of the
CACHUMA CONSERVATION RELEASE BOARD
held at the
Goleta Water District
Conference Room
4699 Hollister Ave.
Goleta, CA 93110

Thursday, July 12, 2018, 10:00 am

CALL TO ORDER, ROLL CALL

The meeting was called to order at 10:06 a.m. by board President Lauren Hanson. Those in attendance were:

Directors Present:

Lauren Hanson	Goleta Water District
Doug Morgan	Montecito Water District
Eric Friedman (Alternate)	City of Santa Barbara

Also Present:

John McInnes
Nick Turner
Joel Mulder (Closed Session)
Nina Pisani (Regular Agenda)
Peter Cante

Present by Phone:

Kevin O'Brien
Sam Bivins
Ted Harris (Closed Session)
Enrique Lopezcalva (Closed Session)
Warren Greco (Closed Session)

PUBLIC COMMENT

No one from the general public was present; there was no public comment.

CONSENT AGENDA

Items on the Consent Agenda were considered and addressed as follows:

- Approval was moved and seconded (Morgan/Hanson) for minutes from CCRB meetings held June 7 and June 14, 2018, and passed by a vote of 2-0-1 (Friedman abstaining).
- Approval of minutes from the CCRB meeting of June 19, 2018 was deferred due to lack of sufficient voting directors (Directors Morgan and Friedman not having attended June 19).
- It was moved and seconded (Morgan/Friedman) and passed by a vote of 3-0 to receive and file the Unaudited Interim Financial Status Statement for the Period Ending May 31, 2018.

CLOSED SESSION

The Board went into closed session at 10:08 a.m. to discuss matters regarding existing and potential litigation. The Board came out of closed session and reconvened the public meeting at 11:11 a.m. There was no reportable action from closed session.

REGULAR AGENDA

RA-1, Audit for Fiscal Year Ending June 30, 2017. Ms. Nina Pisani of auditing firm Bartlett Pringle & Wolf presented the findings of a financial audit for CCRB's fiscal year ending June 30, 2017. Ms. Pisani noted that her firm is issuing a "clean opinion" (the desired result) regarding CCRB's financial status through FY 2017. She stated that cash was down somewhat from the previous fiscal year due to constructive returns issued to member agencies, and that revenue for the fiscal year was down due to a lower approved budget. Board president Hanson suggested minor edits to the audit report, which Ms. Pisani accepted and will incorporate into the final report.

Ms. Pisani also discussed two letters issued in conjunction with the audit report. The *Letter of Internal Control* identified no new comments for FY2017; Ms. Pisani noted that the control items identified in previous reports have been addressed by the Executive Director or are in process. As an additional check on the Executive Director's authority to order, pay for and receive goods in CCRB's name, Ms. Pisani suggested that material orders larger than \$1,000.00 could be routed to Accountability Plus for delivery rather than to the Executive Director. Peter Cante, CCRB's Executive Director, noted that CCRB cannot issue checks without two signatures, which in itself provides significant control over CCRB's expenditures. Ms. Pisani then stated that the *Letter of Required Communications*, which states her firm's responsibilities with regard to the audit, identified nothing significant. President Hanson suggested a minor edit, which Ms. Pisani will incorporate in the final version of the letter.

It was moved and seconded (Morgan/Friedman) to approve the 2017 audit and associated letters as modified, to return for receipt and filing with the August 2018 CCRB Board meeting. The motion passed on a 3-0 roll call vote.

RA-2, Performance of FY2018 Audit. Mr. Cante recommended that Bartlett, Pringle and Wolf be engaged to undertake a financial audit for CCRB's fiscal year ending June 30, 2018. He noted that the recently ratified CCRB FY2019 budget includes \$8,000.00 for the FY2018 audit and that this amount may not fully cover the cost of the audit, as the firm's rates have increased. However, improved efficiency in working with the auditor and savings in other cost accounts are expected to make up the difference. It was moved and seconded (Morgan/Friedman) to engage Bartlett, Pringle and Wolf for CCRB's FY2018 audit. The motion passed with a 3-0 roll call vote.

RA-3, Fiscal Year 2019 Elections and Appointments. Current board president Hanson was nominated and seconded (Morgan/Friedman) to serve as CCRB president for FY2019. The motion passed 3-0. Current board vice-president Morgan was nominated and seconded (Hanson/Friedman) to serve as vice-president for FY2019. Director Morgan noted that his appointment to CCRB from the Montecito Water District will end December 31, 2018 as he is not standing for re-election, and thus his term as vice-president would be for half the fiscal year. The motion passed 3-0. It was moved and seconded (Morgan/Friedman) to reappoint Downey Brand's Kevin O'Brien as CCRB general and special counsel for FY2019, and to reappoint Mr. Cantle as CCRB treasurer, secretary and auditor-controller for FY2019. The motion passed 3-0.

CCRB ADJOURNMENT

President Hanson adjourned the meeting at 11:46 p.m., with the next meeting set for 10:00 a.m. Thursday, August 2, 2108 at the Montecito Water District, 583 San Ysidro Road, Montecito, CA 93108.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Anita Cantle", is written over a light blue rectangular background. The signature is fluid and cursive.

Secretary to the Board