

**COALINGA-HURON RECREATION & PARK DISTRICT  
MEETING OF THE BOARD OF DIRECTORS – REGULAR MEETING**

**Chesnut Building, Huron**

**Thursday, September 12, 2024, 6:00 pm**

**AGENDA**

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**I. OPEN SESSION/CALL TO ORDER**

- a. **Call Public Session to Order**
- b. **Roll Call of Directors**
  - President - Wendy Luna**
  - Vice President - Michelle Martin**
  - Treasurer/Clerk - Monica Sigler**
  - Director - Tim Roderick**
  - Director - Joe Zavala**
- c. **Pledge of Allegiance**
- d. **Approval of Agenda (action)**

**II. PUBLIC COMMENT**

*This section of the agenda allows members of the public to address the Board of Directors on any item not otherwise on the Agenda. Members of the public, when recognized by the Board President should come forward to the podium and identify themselves. Comments are normally limited to three (3) minutes. The Board is prohibited by law from taking any action on matters not on the Agenda.*

**III. PRESENTATIONS AND CORRESPONDENCE**

**IV. CONSENT CALENDAR ITEMS**

*All Consent Calendar Items are considered routine and will be enacted by one motion. There will be no separate discussion of item(s) unless a Board Member or a citizen requests specific items be discussed and/or removed from the Consent Agenda.*

- CC-1** Approval of Payroll & Taxes for August 31<sup>st</sup> of 2024, for a combined total of \$79,761.00 (\$65,813.01+ \$13,947.99)
- CC-2** Approval of Accounts Payable & Employee Benefits for August 31<sup>st</sup> of 2024, for a combined total of \$195,922.38 (\$168,519.26 + \$27,403.12)
- CC-3** Approval of Meeting Minutes for Regular Board Meeting August 8<sup>th</sup> of 2024.

**V. NEW BUSINESS**

**NB-1 Discussion/Action** – Rental for Crystal Aguilar

**NB-2 Discussion/Action** - Employee Handbook

**NB-3 Discussion/Action** – Cybersecurity Policy

**NB-4 Discussion/Action** – Dataflow

**NB-5 Discussion/Action** – Money Handling Procedures

**VI. OLD BUSINESS**

**OB-1 Project report** – Operations Manager Mark Yanez

**OB-2 Cash Flow** – Accounting Clerk Esmeralda Barriga

**VII. STAFF REPORTS**

**SR-1** Recreation Supervisor, Operations Manager & General Manager Reports

1. Karla Garibay
2. Mark Yanez
3. Mallory Griffith-Wells

**VIII. BOARD REPORTS**

**BR-1** Board Reports/Announcement

**IX. FUTURE AGENDA ITEMS FOR NEXT REGULAR BOARD OF DIRECTORS MEETING SCHEDULED FOR October 9, 2024.**

**X. ADJOURNMENT**