

**MAYER DOMESTIC WATER IMPROVEMENT DISTRICT
13193 CENTRAL AVENUE
P.O. BOX 416
MAYER, ARIZONA 86333**

Meeting Held at Mayer Water District Meeting Room

**Board Meeting Minutes
Special Session
September 15, 2003**

1. Call to Order

Board Chairperson Alison Atwater called the meeting to order at 6:05 p.m.

2. Roll Call of Board Members

Four Board members were present; Dave Albins was absent at time of roll call.

Emergency Agenda Item

An emergency item was brought before the Board for discussion and action to deal with concerns about keeping District finances current during the transition period while the Office Manager position is being filled. Margie Good moved to go into emergency session to discuss these concerns; Walt Diskin seconded. Motion carried with 4 in favor, none opposed. Alison Atwater reported on a phone conversation with District's accountant wherein the accountant expressed concern about a tax report due on September 20 and the fine the District would incur if the report was not filed. Other concerns included keeping the checkbook balanced.

Mike King moved to hire the District's accountant, Noni Gorczyca, to take care of the District's financial concerns while the District is in the process of hiring an Office Manager. Walt Diskin seconded. Motion carried with 4 in favor, none opposed.

Dave Albins arrived at 6:11.

Mike King moved to return to regular session, Walt seconded. Motion carried with 5 in favor, none opposed.

3. Discussion/Decision on Changing October Meeting Date

Dave Albins moved to change the date of the next regular session to Wednesday, October 8. Walt Diskin seconded. Motion carried with 5 in favor, none opposed.

4. Discussion/Decision on Having the Office Cleaned

Margie Good reported on the filthy state of the office. Discussion followed regarding the best way to proceed with arranging for cleaning. Margie will arrange for a cleaning service to do a deep-clean and bill the District; Vinnie will write a check from contract labor funds.

5. Discussion/Decision on Reviewing Resumes and Selecting Interview Candidates for Office Manager Position

Discussion of applicants and qualifications. All resumes submitted were reviewed and twenty interview candidates were selected based on consensus of two or more Board members.

Margie Good will call the twenty candidates to offer interview and inform candidates of salary range. Discussion of specifics to be shared with applicants over the phone to confirm candidates' continued interest in the position.

Discussion of arrangements for interviews.

6. Adjournment

Board Chair Alison Atwater adjourned the meeting at 8:35 p.m.