

MAYER DOMESTIC WATER IMPROVEMENT DISTRICT
13193 CENTRAL AVENUE
P.O. BOX 416
MAYER, ARIZONA 86333
520-632-4113

BOARD MEETING MINUTES
Sept. 2, 2003

1) **CALL TO ORDER**

2)

Meeting called to order by chairman at 7:00 pm

2) **ROLL CALL OF BOARD MEMBERS**

All present

3) **ITEM 1 (ONLY ITEM)**

- Walt felt it was wrong to use Republic; felt person should be local*
- Marji asked Walt to clarify his feeling; agreed that it should be placed on next agenda*
- Idea to hire a temp presented by chairperson (Allison)*
- Dave asked for costs for temp*
- Allison explained employment agency's policy*
- Marji felt that it might be good to use a temp (to evaluate)*
- Allison thinks temp will be just that- will buy us time to examine perm. applications*
- Dave wanted clarification on job expectations of temp.*
- Most members agreed that temp. would probably be able to (A) answer phone and (B) take payments*
- Dave, Marji questioned Vinnie concerning reports*
- Dave suggested that board members review Office Manager job description; asked Vinnie to highlight those responsibilities that he felt most important*
- Allison asked if Bobby was in office*
- Vinnie said Bobby was here thru Friday*
- Board agreed that temp. should be full time, public expected the office to be open full time*
- Walt wanted a local person to fill temp. job*
- Dave moved to spend up to \$13.00/hr to hire temp.; Mike seconds; discussion:Allison asked if any board member could arrange to have temp sent out, everyone had an excuse*
- Marji suggested we fill out forms tonight; motion carried - 4 in favor/ 1 against (Walt)*
- Marji took responsibility for completing temp. application forms w/ board members help*
- Dave read temp agency's terms aloud*
- Dave asked for signature from Allison on temp agency agreement form; Allison signed form; Dave signed form*
- Allison asked that we decide which items on agency's competencies list we desired; It was decided to fax form to agency and Allison would discuss items we chose from list with*

agency; board members completed form indicating competencies required for temp position.

-Board members agreed that local person was desirable

4) **ADJOURNMENT**

-Allison adjourned meeting at 7:44 pm