



# STAFF REPORT

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**Meeting Type:** Board of Directors  
**Title:** Board of Directors Reorganization 2024  
**From:** Adriane Mertens, Communications & Public Affairs  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** December 10, 2024

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**TYPE OF ACTION:**    X    Action                      Information                      Review and Refer

**RECOMMENDATION:** Elect a President and Vice President to the Marin Municipal Water District Board of Directors for 2025, and recognize the outgoing Board President

**SUMMARY:** Annually, the Board of Directors elects a president and vice president of the Board, consistent with District Code section 2.20.010 and Board Policy No. 1, the Board Handbook, and subsequently recognizes the outgoing board president for his or her service

**DISCUSSION:** As provided in section 2.20.010 of the District Code, both a president and vice president are elected to the board every first meeting of the year or at the first meeting seating new directors in an election year. Pursuant to Board Policy No. 1, the Board Handbook, the president leads the regular bi-monthly and special meetings of the board, assigns directors to internal and external committees with the consent of the Board, and signs the approved resolutions and adopted ordinances on behalf of the agency. The vice president acts on behalf of the president, when the president is absent or unavailable.

### *Reorganization Process*

The current board president can either make the motion or ask the directors to make the motion to nominate the new board president. If there is a second motion by another director, then the board secretary will conduct a roll call vote. If there is not a majority or unanimous decision for board president, then the process will repeat itself until a majority or unanimous decision has been made.

If there is a majority or unanimous vote, then the newly elected board president will immediately assume the Board President role, including conducting the remainder of the Board meeting. The newly elected board president and outgoing board president will switch seats, so that the new board president will be sitting at the center of the dais.

After the new board president is elected, the appointment of the vice president begins, which follows the same process as that used for the election of the Board President. Once there is a majority or unanimous vote, then the newly elected board vice president will immediately assume that role and move to the seat on the right of the new board president.

Following the elections of the new Board President and Vice President, the new officers may acknowledge the outgoing board president for his service to the District.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):** None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department		
	<b>Adriane Mertens</b> Communications & Public Affairs Manager	<b>Ben Horenstein</b> General Manager