

ATTACHMENT 1



# NOTICE OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, February 15, 2024 at 9:30 AM

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## MINUTES

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### LOCATIONS:

**Open Session to start at or after 9:30 a.m.**

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

### Public Participation:

The public may attend this meeting in-person or remotely using the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/81110533069>

By phone, dial: **1-669-444-9171** and use Webinar ID: **811 1053 3069**

### AGENDA ITEMS:

#### 1. Call to Order and Roll Call

Chair Jed Smith called the meeting to order at 9:30 a.m.

#### **DIRECTORS PRESENT**

Ranjiv Khush

Larry Russell

Matt Samson

Jed Smith

#### **DIRECTOR ABSENT**

Monty Schmitt

#### 2. Adoption of Agenda

A motion was made by Director Khush and seconded by Director Samson to approve the agenda.

There were no public comments.

Voting Yea: Directors Khush, Russell, Samson, and Smith

Absent: Director Schmitt

### 3. Public Comment on Non-Agenda Matters

There were no public comments.

Director Russell left the Board Room.

### 4. Regular Items

- a. Minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors of January 25, 2024

**RECOMMENDATION:** Approve the minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors of January 25, 2024

A motion was made by Director Samson and seconded by Director Khush to approve the minutes.

Voting Yea: Directors Khush, Samson, and Smith

Absent: Directors Russell and Schmitt

Director Russell came back to the Board Room after the roll call vote.

- b. Monthly Financial Update

**RECOMMENDATION:** Review the Monthly Financial Update, which will provide an overview of the fiscal year-to-date financials

Finance Director Bret Uppendahl provided the update. There was discussion between the directors and staff throughout the presentation.

There were no public comments.

This was an information item. The Board did not take any formal action.

- c. Quarterly Investment Report – December 2023

**RECOMMENDATION:** Receive staff update on the District's investment portfolio

The Finance Director also gave an update on the District's quarterly investment report.

There were no comments from the Board.

There was no public comment.

This was an information item. The Board did not take any formal action.

d. Annual Review of Policy No. 33 Investment Policy

**RECOMMENDATION:** Staff recommends no changes to the Investment Policy at this time.

Finance Director Uppendahl presented this item.

There were no Board comments.

There was no public comment.

This was an information item. The Board did not take any formal action.

**5. Upcoming Meetings**

The Board Secretary announced that the next Finance & Administration Committee Meeting/Special Meeting of the Board of Directors would be on March 28, 2024.

**6. Adjournment**

There being no further business, the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors adjourned at 10 a.m.

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Board Secretary