

**NORTH MARIN WATER DISTRICT
MINUTES OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS
December 6, 2022**

CALL TO ORDER

President Petterle called the Special Meeting of the Board of Directors of North Marin Water District to order at 2:00 p.m. at the District office and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Michael Joly, and Stephen Petterle. Also present was General Manager Tony Williams

CLOSED SESSION -EXECUTIVE ASSISTANT/DISTRICT SECRETARY INTERVIEWS

President Petterle called the Closed Session to order at 2:01 p.m.

Mr. Williams reminded the Board that current District Secretary, Terrie Kehoe, will be retiring from the District on February 3, 2023 after 35+ years with the District. He advised the Board that an internal job recruitment was conducted for the position and three employees applied. He informed the Board that on December 1, 2022, Ms. Blue, Mr. Miller, Mr. Clark, Mr. Ramudo and Laura McDowall (City of Novato) conducted initial interviews with all three candidates. Following the initial interviews, each candidate was given two practical tests to demonstrate certain administrative skills. Mr. Williams advised the Board that interviews are being conducted for the top two candidates to solicit input from the Directors for eventual appointment of a new Executive Assistant/District Secretary.

The Board conducted interviews with the two candidates, (Eileen Mulliner and Rebecca Sylvester) and provided input to Mr. Williams and authorized him to make an offer to the top candidate.

President Petterle ended the Closed Session at 3:40 p.m.

ADJOURNMENT

President Petterle adjourned the meeting at 3:45 p.m.

Submitted by



Theresa Kehoe
District Secretary