

Independence Ranch Community Service District

Special Meeting Minutes

Wednesday, March 11, 2026 at 5:30 pm
San Miguel Senior Center

Board Members:

Greg Hamson, President

George Tracy, Vice President

Bill Mulchay, Director

Matt Costello, Director

Cinde Stark, Director

The special meeting was called to order by President Hamson at 5:31 p.m. followed by the Pledge of Allegiance.

Will the General Manager please call roll: President Hamson, Vice President Tracy, Director Stark & Director Mulcahy were present. Director Costello was absent. A quorum was confirmed.

GM Thompson noted that Bylaws are foundational, legally binding rules defining an organization structure and governance, typically requiring formal, in frequent amendments by members or a board. Policies and procedures are detailed, flexible, day-to-day operational guidelines adopted by management to implement bylaws, defining specific “what to do” (policies) and “how-to do (procedures).

General Manager Thompson suggested some housekeeping clean up and recommendations to the Bylaws and noted that a few items in the current Bylaws were placed in the new Policies and Procedures handbook

Review Bylaws:

Vice President Tracy noted that there are three (3) things we write are bylaws – governing principals, polices – guiding direction all must follow, and procedures – best practices for conducting operations. As such bylaws are harder to change than others. The bylaws are an extension of the founding principals of why we exist. A resolution has always been needed to change them historically. The first was adopted in 2001 by copying those from the Templeton CSD. The incentive to document was financial getting a cheaper CSDA rate. It was not until 2012 when they were visited again. The first one was done by a IRCSD Board in 2013.

Recommendations to change:

Officers of the Board

1.4 The President and the Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence on January 1st of the year immediately following their election.

1.5 Remove completely and place in policies and procedures

Meetings:

2.1 Regular meetings of the Board of Directors shall be held at 6:00 p.m. on the second Wednesday of each calendar month at the San Miguel Senior Center located at 601 12th Street, San Miguel, California. The date, time and place of the regular Board meetings may be reconsidered by the Board at any regular meeting.

2.2 Special meeting of the Board of Directors may be called by the Board President or by majority of the Board.

2.3 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for their absence. A super majority is required to remove a sitting board member.

2.8 Remove “special” and insert “regular”

2.10 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video recorder or a sitting or motion picture camera in the absence of reasonable finding that recording cannot continue without noise illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.

2.13 remove in its entirety

Preparation of Minutes

3.3 Any Directors may request for inclusion into the minutes brief comments pertinent to an agenda item, but only at the meeting in which the item is discussed.

Agendas

4.1 - 4.4 newly revised

A motion was made by Vice President Tracy to approve and adopt the revisions made to the Bylaws, a second by Director Stark. Discussion – none. All were in favor. Motion carries.

Review Policies & Procedures

GM Thompson noted that this is a brand-new document for the CSD. Vice President Tracy made some recommendations to add more information and to correct some typos. President Hamson noted that this is a well written document and will help the CSD and agreed with GM Thompson that changes whether they be deletions or additions will be easier change than the bylaws.

A motion was made by President Hamson to approve the Policies and Procedures, a second by Vice President Tracy. Discussion – none. All were in favor. Motion carries

President Hamson made a motion to adjourn the meeting at 6:00 p.m., a second was made by Vice President Tracy. All were in favor. Motion carries

Respectfully submitted,

Debbie Thompson

Debbie Thompson

General Manager, IRCSD