

SUNBURST FARMS IRRIGATION DISTRICT
Special Board of Directors Meeting
16040 N. 43rd Avenue
Glendale, AZ 85306

April 17, 2018

MEMBERS PRESENT: Kay Lorenzen, President
Renee Breeden, Secretary
Larry Hudson, Treasurer

EMPLOYEES PRESENT: Brenda Brown
Richard Mitten

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The special meeting of the Sunburst Farms Irrigation District Board of Directors was held on April 17, 2018. The meeting was called to order by Kay Lorenzen, President at 11:01 A.M.

President Kay Lorenzen stated that Brenda Brown, District’s Office Manager, decided to discuss personnel issues in open session.

RECONVENE IN OPEN SESSION

3. CALL TO ORDER: No action taken

4. NEW BUISNESS:

A. Discuss and possible action regarding personnel issues:

Discussion ensued regarding the following:

- a. Office coverage during District office hours from 8:00 – 5:00.
- b. Clarification of Doctor’s note needed.
- c. Working from home as an accommodation under the Americans with Disabilities Act.
- d. Potential use of temporary employee(s) during accommodation process.
- e. Board request for destruction logs and destruction deadlines.

MOTION

Made to allow Ms. Brown to go back to her physician to get a clarification on her Doctor’s note, seconded and carried, one opposed.

5. ADJOURNMENT:

Without objection, meeting adjourned at 11:37 AM

Dated this _____ day of _____, 2018

Submitted by: _____
Office Manager

Minutes accepted on: _____, 2018 by Secretary_____.

•Note: *All attachments including correspondence in its entirety are filed with the original minutes and may be viewed at the District Office.*