



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



PLATINUM LEVEL

President – Ashley Porter • Vice-President – Michael Callahan • Director – Kevin Graves • Director – Bryon Gutow • Director – Carolyn Graham

**MINUTES OF THE REGULAR MEETING
OF THE STANDING INTERNAL OPERATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, December 6, 2023 3:30 P.M.**

Internal Operations Committee Members

Chair Michael Callahan
Vice-Chair Kevin Graves

A. ROLL CALL

1. Called business meeting to order 3:30 p.m.
2. Roll Call was taken, and all members were present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Regular Internal Operations Committee DRAFT Meeting Minutes of October 4, 2023.

Vice-Chair Graves made a Motion to Approve the October 4, 2023 Draft Minutes.

Chair Callahan seconded.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. DISCUSSION ITEMS

1. Discussion and Possible Feedback Regarding Combining Communications and Internal Operations into one Committee.

Presented by General Manager Dina Breitstein.

- Staff feels that regular, bi-monthly Internal Operations meetings are not necessary. They can either be held on an as-needed basis or possibly be combined with the Communications Committee Meeting.
- Director Graves agrees that they are not needed as often as currently scheduled but does not feel they should be combined with the Communications Committee. He feels they should be held as needed.
- Director Callahan concurred.
- Committee would like this item to be brought forward to the full Board of Directors to amend the Bylaws.

E. FUTURE DISCUSSION/AGENDA ITEMS

None.

F. ADJOURNMENT

1. Adjourned at 3:35p.m. to the next Standing Internal Operations Committee meeting on February 7, 2024, at the Community Center located at 1601 Discovery Bay Boulevard.

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