

**Emergency Meeting Minutes of Board Meeting
Covelo Community Services District
December 10, 2025**

Purpose: To provide oversight and set policy as applicable to the proper functioning of the District.

Convene: 8:32 pm

***Roll Call:** Board – Joe Gauder, Sherrie Lee, Crispin Littlhailes, John Marshall; Staff – Dane Downing

***Approval of Emergency Meeting Agenda for December 10, 2025** – Joe motioned & Crispin seconded to approve the Emergency Meeting agenda, it passed unanimously.

Public Comment – Non-Agenda Items: None.

Content:

***Discuss & Vote: End of the Year Employee Bonuses** – Board requested this topic be an emergency meeting item since this is the last Board meeting before the end of the year and the item was not included in the regular meeting agenda before it was posted. Thus, the Board requested an Emergency Meeting upon adjourning the regular meeting. Due to staff's dedication to and efficient operations of the District, the Board discussed end of year of bonuses and proposed to provide each staff member a bonus relevant to their positions as follows: \$3000 for the General Manager, Dane Downing; \$1500 for the Bookkeeper, Catherine Towers; and \$500 for the Plant Operator, Fernando Flores. Crispin motioned to approve the end of year bonuses as proposed, John seconded, it was passed unanimously.

Meeting Adjourned: 8:37pm