



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, October 4, 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)

- Speaker commented on the audio-visual needs of the Board Room.

C. DRAFT MINUTES TO BE APPROVED

1. Approve DRAFT minutes of August 8, 2023, Internal Operations Committee Meeting.

Vice-Chair Graves made a Motion to Approve the August 8, 2023 Draft Minutes.
 Chair Callahan seconded.
 Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. UPDATES

1. Social Media Update.

Presented by Assistant General Manager Allan Cantando.

- There has been positive feedback to the Town’s Government NextDoor account.

2. AV Project Update.

Presented by Assistant General Manager Allan Cantando.

- Staff has received a second quote for audio video equipment for the Board Room.
- Awaiting a third quote.
- Staff will bring item to a future Board of Directors Meeting.

E. FUTURE DISCUSSION/AGENDA ITEMS

None.

F. ADJOURNMENT

1. Adjourned at 3:39p.m. to the next Standing Internal Operations Committee meeting on December 6, 2023, at the Community Center located at 1601 Discovery Bay Boulevard.

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