



MEMORANDUM

RECEIVED

AUG 29 2008

SAN LORENZO VALLEY
WATER DISTRICT

TO: CSDA Members
FROM: James Acosta, President
DATE: August 21, 2008
SUBJECT: Committee Participation

CSDA's strength and effectiveness as an organization is directly related to our ability to involve the Board *and* members in the work of the Association. The talents and energy that both groups bring to CSDA and to the issues that concern special districts in California are critical components of CSDA's success.

Because CSDA relies on the participation of our membership in order to guide the Association your committee involvement as a member of CSDA is crucial to the success of CSDA activities and the development of CSDA policies. With this in mind we're asking for your contribution on one of our committees to assist in shaping CSDA.

If you'd like to fulfill your duty as a member of CSDA please review and complete the form included with this letter. Committees need active participants who are able to expend the time to provide their expertise in directing the activities and policies of CSDA. Please return the attached form by October 10, 2008. The selection and ratification of CSDA's 2009 committees will take place by the end of November, and the selected participants will be notified in December.

California Special Districts Association

1112 I Street, Suite 200
Sacramento, CA 95814
toll-free: 877.924.CSDA (2732)
t: 916.442.7887
f: 916.442.7889
www.csda.net

A proud California Special Districts Alliance partner

Special District Risk Management Authority
1112 I Street, Suite 300
Sacramento, CA 95814
toll-free: 800.537.7790
f: 916.231.4111

CSDA Finance Corporation
1112 I Street, Suite 200
Sacramento, CA 95814
toll-free: 877.924.CSDA (2732)
f: 916.442.7889

California Special Districts Association

2009 COMMITTEE AND VOLUNTEER INTEREST FORM

Please make additional copies for each participant.

We hope your District will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of all its member agencies on CSDA's committees. As space is limited, please choose more than one committee on which you would like to participate, and please rank according to preference:

- 1 = 1st choice
- 2 = 2nd choice
- 3 = 3rd choice

NOTE: All committees meet in person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

_____ **Audit Committee:** Responsible for maintaining and up dating internal controls. Provides guidance to auditors on possible audit and fraud risks. Commitment: Meets with auditors prior to the commencement of the audit and when audit is completed also one meeting during the auditing process.

_____ **Education Committee:** Plans, organizes and directs the education and public relations programs. Commitment: Meets quarterly.

_____ **Elections & Bylaws Committee:** Conducts annual elections and member votes for any proposed bylaws change. Reviews bylaws upon request of the Board or members. Commitment: Minimum of one meeting in Sacramento

_____ **Fiscal Committee:** Oversees the financial direction of the organization, including budget review and implementation. Commitment: Generally begins meeting in June to discuss budget for the following year.

_____ **Legislative Committee:** Development of CSDA's legislative agenda; review, direction and assist with legislative/public policy issues. (Seats are limited.) Commitment: Meets seven times a year beginning in February and concluding in October. All meetings are conducted in Sacramento. NO Conference calls.

_____ **Membership & Recruitment Committee:** Responsible for recruitment of new members, member retention and re-attraction activities; recommends new members to be admitted to CSDA. Commitment: Meets Quarterly.

