

## **Kathleen Field - 7117**

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**From:** Kathleen Field - 7117  
**Sent:** Friday, April 13, 2018 1:50 PM  
**To:**  
**Subject:** Public Records Acts Request Response - Board Procedures

Dear

This email responds to your request for records under the California Public Records Act (Gov. Code §§ 6250 – 6276.48) received on April 12, 2018. You requested the following information:

*We are looking for some example of Procedures required of our President and Vice President, and I was wondering if you had a list of Procedures each member of your board is required to fulfill.*

The District does not have a “ list of Procedures each member is required to fulfill.” The District is providing a link to LACSD Board Policies Manual which is a comprehensive listing of the Board’s current policies which includes the Board’s roles and responsibilities.

<http://www.lakearrowheadcsd.com/about-lacsd-2/board-of-directors/board-general-policies/>

Sincerely,

*Kathleen Field*

Executive Assistant  
Lake Arrowhead Community Services District  
909 336-7117