

**General Manager Report on District Activities
Board of Trustees Meeting
September 10, 2009**

1. Called in for jury duty on August 24 & 25.
2. Auditor's site visit scheduled for August 20-21 was postponed until September 16-18 due to possible jury duty status for GM.
3. Developing a network infrastructure for files, users, permissions and security.
4. Had consultant set-up software on new server and install wireless network.
5. Meeting between Chief Mingee, architect and GM regarding District site was postponed due to wildfires in the Los Angeles National Forest. Meeting to be rescheduled for the morning of September 10 or 11.
6. Continue to prepare new staff computers for wireless network connectivity. Installing MS Office 2007 on all machines and connecting all workstations to the server.
7. Received embroidery example from potential uniform company, requested a minor change and a new sample to determine suitability.
8. Preparing for new round of website updates once the new network is up and running. Expect to see the bios for staff and trustees added as well as pictures from the Earth Day event to be added by the next Board meeting. As a reminder, there are still several Trustees who have yet to provide me with a bio.