

MASON CREEK UTILITY DISTRICT

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J.H. Cameron
B.C. Connolly
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MINUTES Meeting of the Board of Directors

The Board of Directors ("Board") of Mason Creek Utility District of Harris County, Texas ("District") convened in a special meeting on May 30, 2023, at 10:30 AM. at the Mason Creek Community Center, 20201 Kingsland Blvd., Katy, Texas 77450. The duly elected members of the Board of Directors were:

Len Forsyth	President
Brian C. Connolly	Vice President
James K. Nordhaus	Secretary/Treasurer
Frederick Castellano	Assistant Secretary/Treasurer
John Cameron	Director

and all the members were present, thus constituting a quorum. Also, present were Susan Saccomen and Kasey Lorraine of the MCUD staff and James L. Dougherty, Jr., attorney for the District. The meeting was called to order, and, in accordance with notice posted pursuant to law, the following business was transacted:

Notices. Ms. Susan Saccomen reported that the notices of the meeting had been posted as required by the Texas Open Meetings Act.

Administrative Matters. The President asked the attorney to provide the background on a complaint the Board had received. The attorney explained that it involved the President, so he recommended that the President not participate in the investigation or hearing of the complaint. The President said he would recuse himself and asked the Vice President to preside. The President then went out onto the back porch.

At that point, the Vice President asked Ms. Lorraine if she would like to address the Board. She gave a detailed account of incidents during the open house event at the Community Center the previous weekend. She also reported prior incidents at the District office. The Board reviewed reports of incidents from the prior year, also actions taken by the then-Vice President. There were questions and a discussion. Ms. Lorraine explained that she did not want anyone to lose a job, but she did want the incidents to stop, as they had interfered with work.

There was a motion to acknowledge that Ms. Lorraine had done the right thing in reporting the incidents and that there was no penalty for doing so, also to confirm her employment with the District. The motion was seconded, and all voted in favor. The motion passed 4-0.

The Board asked the President to return to the meeting. The Vice President indicated that Ms. Lorraine could stay if she wanted to. She explained that she would prefer to return to the office and resume work, and she left the meeting.

The Board heard the President's account of the incidents reported by Ms. Lorraine. It was substantially the same, except as to some details. The President indicated there was not an intent to cause offense or interfere with work. He expressed a willingness to avoid future incidents and suggested some changes that could be made. There were questions and an extended discussion.

After discussion, Mr. Cameron made a motion to: (1) formally acknowledge the complaint and the investigation; (2) declare that the Board did not condone the conduct reported and prohibited it in the future; (3) improve security at the office by restoring physical restrictions, locking doors, changing access codes, etc.; (4) restrict one-to-one interactions and physical contact between the President and employees; (5) require the President to return his key to the office; (6) require training on policies stated in the employee handbook, for all Board members and employees, subject to availability; (7) reaffirm such policies (but ask Mr. Castellano to review them and suggest any necessary updates); and (8) confirm Ms. Lorraine's position and terms of employment and declare that the Board was happy with her performance. Mr. Nordhaus seconded, and all voted in favor. The motion passed 4-0 (Mr. Forsyth not voting).

Adjournment. Director Cameron moved to adjourn. Director Castellano seconded, and all voted in favor, thus passing the motion.

REVIEWED AND APPROVED BY THE BOARD on 06-14-2023

SIGNED: _____