

General Manager Report on District Activities
Board of Trustees Meeting
January 8, 2009

1. I submitted paperwork for vision and dental benefits for District staff. VSP became effective January 1st while Delta Dental requested additional information. I expect dental coverage to begin on February 1st.
2. I purchased a duplexing unit and additional memory for the color laser printer. This enables the District to print two sided documents automatically. I will begin printing the Board Packet in house next month.
3. The outdoor fish tanks were hard wired thus eliminating a safety issue and ensuring that the tanks do not become stagnant.
4. The staff watched two sets of videos for CEU credit during rainy days. Two more sets of videos remain to be viewed before June 30, 2009.
5. Indoor light fixtures were updated to improve efficiency and eliminate the plug in style fixtures located throughout the office. Pull string fixtures in the lab were also updated and placed on switches.
6. I purchased a software update for our website site software. Microsoft no longer produces FrontPage, the software has been renamed Expression Web which is a significantly more robust platform.
7. I took the staff to Woody's Bar-B-Que in Goleta for the annual holiday luncheon.