

Webster Parish Communications District Agenda

410 Main Street, Minden LA 71055

Thursday, January 5, 2023 6:00 PM

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Recognition of Guests
- V. Call for New Business to Add to Agenda
- VI. Comments on Agenda
- VII. Approval of Minutes from last meeting
- VIII. Old Business
 - a) Update on Capital Outlay
- IX. New Business
 - a) By-Laws: Meeting Date/Times & Notification Preferences, Secretary
 - b) Election of Officers
 - c) 2022 Budget Amendment
 - d) Approve Invoices and Financial Statements:
 - Approve Invoices for payment
 - Approve November & December 2022 Financial Statements
 - Approve November-December Check Register
 - e) Account Signature Authority
 - f) Annual Vendor List Approval
 - g) Quote Approval
 - Concentric (UPS)
 - h) Dispatch Service Fee
 - i) LAMP ACCOUNT Closure
 - j) Annual Contract Approval
 - Voiance (new) Language Line Services
 - Equature (7/2019-7/2024)-Recording System
 - Davidson Media (1/2021-until cancelled) -Old CAD system
 - RPSS (new for upgrade)
 - Great America (copiers)
 - k) Annual Policy Approval
 - l) Annual Related Party Questionnaires
 - m) Annual Required Training
 - n) Communications Report
- X. Employee Concerns: Annual Employee Holiday Schedule
- XI. **Executive Session**
- XII. Announcements/Reports
 - a) General Issues
 - b) Meetings for 2023: March 2, 2023, May 4, 2023, July 6, 2023, September 7, 2023, October 5, 2023, November 2, 2023

Enter the building from the sally port entrance on the west side of the building. Depress button on call box on left side of ramp for entry if roll door is down. Follow the wall to the entry door on the left, depress button on call box for entry to building.