

# **Pinos Altos Mutual Domestic Water Consumers Association**

Annual Meeting Agenda

Wednesday, November 20, 2019; 7:00 PM

Pinos Altos Fire Station

Announce Sign-up sheet for Public Input  
Call to Order and Determination of Quorum  
Announce Public Input Sign-up is Closed  
Approval of Agenda  
Approval of Minutes for September Regular Meeting

## **President**

Discuss active accounts and need to revise letters to Brown & Esqueda  
Discuss Courtesy Letter to Members without meters  
Confirm MOA was signed with Town  
How often Member Newsletter on website should be updated & posted with Agenda?  
Discuss map, easements, meters on/off private property – Google map of properties  
Elect new Member at Large?

## **Bookkeeper's Report**

Late Notices, Disconnects, Security Deposit Refunds  
E-Mailed Financials for September and October  
Any issues with new Website – New scrolling notices!

## **Treasurer's Report**

Order 2019 Tax forms free from IRS online  
3rd Quarter payroll reports filed  
Discuss new check signers  
Discuss changes in 2020 meeting dates due to Federal Grand Jury Duty  
Compare P&L Budget to Actual, discuss 2020 Budget, approve  
Update Board Contact list for website, copies to Board

## **Secretary –**

Review of Bylaws to conform with Open Meeting Declaration

## **Certified Water Operator's Report**

Water Sample Results – October & November

## **Vice President/Operations Report**

Discussion of mentoring Terry Lane  
Flush hydrants?  
Discuss J & S to do maintenance check on Shut-Off Valves  
Update 69 Main line problem or resolution  
Leak repair on Hwy 15 at Cross Mt. Road

## **Non-Mandated Business: Public Input**

## **Closed Session – Payroll Issues**

## **Open Session – Vote to approve Payroll changes from Closed Session**

Next Regular Meeting date: January ??, 2020, 7:00 PM at the PA Fire Station Adjournment