

Pinos Altos Mutual Domestic Water Consumers Association

Annual Meeting Agenda

Wednesday, January 08, 2020; 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 November Regular Meeting

President

Discuss active accounts and need to revise letters to Brown & Esqueda
Discuss Courtesy Letter to Members without meters, new deposit, new meter rates
Discuss NMED water association to join
Discuss map, was Amanda able to get WNMU students? Did Allan reach guy?

Bookkeeper's Report

Late Notices, Disconnects, Security Deposit Refunds
E-Mailed Financials for November and December
Discuss Contract for payments for leaks/huge bills

Treasurer's Report

Progress W-2s and 1099s
Annual Report to PRC is due in February
Confirm new check signers complete
P&L & Budget for 2020, approve
Update Board Contact list for website, copies to Board
Renewal applications for GL and Workman's Comp Insurances
Discuss records retention policy

Secretary

Review of Bylaws changes to conform with Open Meeting Declaration
Revised Open Meeting Declaration

Certified Water Operator's Report

Water Sample Results –November & December

Vice President/Operations Report

Discussion of mentoring Terry Lane
Flush hydrants soon
Discuss J & S to do maintenance check on Shut-Off Valves
Written job description

Non-Mandated Business: Public Input

Closed Session if Needed – AG Response

Open Session if Needed

Next Regular Meeting date: March 11, 2020, 7:00 PM at the PA Fire Station Adjournment