

Pinos Altos Mutual Domestic Water Consumers Association

September 15, 2016 Meeting Minutes

The meeting was called to order at 7:10 pm by Bob Garrett, President. A quorum was present and the meeting notice was printed on the reverse side of the September water bills.

Those present were Allan Phillips, Vice President; Becky Dinwiddie, Treasurer; April Matthews, Office Manager/Bookkeeper, Linda Davila, Shay Lane, Secretary and visitor Sheryl Spear-Phillips.

The **agenda** was approved as written.

Minutes of the previous meeting on August 25, 2016 were approved, moved by Becky and seconded by Allan.

The Bookkeepers report was emailed to everyone and was accepted as written. April reported that we are still reporting water losses of 80K to 90K per month, or 9%-14%, optimum loss is 10%. April thinks that to purchase a tablet and cover will run less than \$600 at Walmart. This would be for Linda to use to enter meter readings instead of hand writing them. The tablet would be plugged into April's software and upload the data. Now Linda is writing it all by hand and April has to input all the data, much room for errors and very time consuming. Linda is willing to try tablet and April will teach her. Motion to purchase tablet made by Allan and seconded by Becky. April will research online bill-pay and report to the Board at the next meeting.

There was discussion about Ben Sherman having a possible water leak as he has had a huge bill for several months running accounting for 50K gallons each month and over \$1,000 in bills. Ben has been suggested to hire a licensed plumber to check/repair the problem. Allan has tried to check the meter, but water is always running. April and Allan have asked Ben to turn off all water on the property and check the meter, but Ben has not informed either that he has done so.

There is a customer with a \$800 credit and they keep sending in checks. April highlighted the DO NOT PAY CREDIT on their bill and will call them if they pay again.

Bob brought up the balance due for Josh's account. Bob went to Josh's house but never caught him home, he left a message on the gate to call. Bob finally saw Josh there and told him he has a \$150 bill that the Board will work with him on and that Bob would be right back. When Bob returned Josh was gone again. There was discussion and a decision to send one more certified letter and the lock out the meter is the account is not paid current. April has sent 2 certified letters before and Josh won't pick them up.

April reported that all the other delinquent bills have been paid up.

Treasurer's Report – Becky said she had no duties this month and has nothing new to report. The payroll taxes are the only outstanding bill and will be paid online in October.

Certified Operator's Report – Bob was ready to give a 10 minute presentation of what we test for and why. As David wanted to be present for the presentation, it was decided to put this off until the next meeting. Motion by Beck and seconded by Allan.

VP / Operations Report – Allan reported nothing new as far as no major leaks. He is still marking all the meters with the numbers using the paint marker. There is still water/overflow/graywater running

off the property from the Bear Creak Cabins. We already moved the pressure reduction valve due to this water.

Elections – David Van Auker and Shay Stark-Lane were elected as Board Members. Then the Election of Officers was held; Becky, Allan and Bob were each elected for 2 year terms. David informed Bob that he is willing to serve another 2 year term as Member at Large and Shay Lane is willing to serve as Secretary for 2 years.

Sheryl informed everyone that the Articles say we elect members every year and the Bylaws say we elect every two years. The Bylaws supersede the Articles so that we can have staggered terms.

Allan believes it takes time and experience to move into positions on the Board from Member at Large. This allows people to learn what each position does before they decide to accept a different position.

There was discussion about the changes to the Articles and Bylaws that were voted on last meeting. April will put a note on the back of the October water bills that all Association Members can go onto the website and read them. Even the meeting that discussed rate increases did not bring any visitors to the meeting.

The new Board Members and Officers were approved with Becky making the motions and Allan seconding them.

General Discussion - Bob reported that he forgot to send the check in the envelope to the Secretary of State with the Articles and Bylaw changes, so will resend with the check. The Sec. of State Corporation Commission no longer wants anyone to submit changes to them. Bob will go down and record them for legality sake.

Even though the Articles and Bylaws were written before the Open Meeting laws were adopted, we still can't propose new business at any meeting without posting it on an Agenda.

The next meeting will be held on November 17th, 2016. Discussion was held about changing the meeting night to a Tuesday or Wednesday. This will be discussed further at the next meeting.

At 8:05 pm Shay motioned to Adjourn the meeting, Becky seconded.

These Minutes submitted by Shay Lane, Secretary.