

Minutes – Pinos Altos Mutual domestic Water Association
3/15/2017

The meeting was called to order at 7:02 pm by Bob Garrett, President. A quorum was present and the meeting notice was posted 24 hours before the meeting.

Those Present: Bob Garrett, President; Allan Phillips, Vice-President; Becky Dinwiddie, Treasurer; David VanAuker, Member At Large; Linda Davila, Meter Reader

Absent: April Matthews, Office Manager/Bookkeeper; Shay Lane, Secretary
The agenda was approved as written.

Minutes of the previous meeting on January 18, 2017 were approved, moved by David and seconded by Allan.

The bookkeeper report from January was approved.

Treasurer's Report: 990EZ was sent to IRS; contact with our insurance company for Workmen's Comp estimate was received; annual nonprofit report sent to Sec. of State corporations bureau

Certified Water Operators report : No coliforms, chlorine residual within certified limits.

Vice-President's Report: Silver City utilities notified us of the main meter operating 24 hours/day which generally indicates a leak. Allan, Bob, and Linda have searched all meters and the lines but have no found evidence of a leak. We need to compare water loss in February to January water loss. All will continue looking for leaks.

Mandated Business;

- 1) The Secretary will notify by mail the SC
- 2) Corporations Bureau already notified as NON-profit but does this cover Sanitary Projects Act organizations since we are a nonprofit for IRS purposes but are a Sanitary Projects Act organization under state rules. Bob will contact the Corporations bureau to find out.
- 3) 990EZ sent to IRS
- 4) Bob will also inquire what a "member accountability report" constitutes

Non Mandated Business:

1) Allan moved and David seconded that we purchase 2 drives and have them installed for our computer system for an estimated cost of \$300-\$400 the vote was unanimous in favor.

2) discussion was held about the mileage reimbursement rate and the period of payment. Becky move and David seconded that we have a mileage rate of 35 Cents per mile (previous rate was 30 cents /mile) and that we pay every two month at the meeting following, for example, Jan and Feb. receipts will be played bon or before the end of March, et. The motion was approve unanimously.

3) Allan moved and David seconded that we pay for the cellphone every six months. It was passed unanimously

4) There was discussion about Workmen' Compensation insurance for our two employees. We are not required to have workmen's comp since we have only two employees. After considerable discussion, David moved and Becky seconded that we pay for Workmen's Comp for a total annual fee of \$751. The motion passed unanimously

5) Bob said he would contact the NM Rural Water Association to see if they could hold basic Board courses here in Grant County. Becky will be going to two separate courses in Las Cruces. David and Shay were planning to go to one of the courses in Las Cruces at Dona Ana Community College.

Next scheduled meeting date will be May 17, 2017.

The meeting was adjourned at 7:42 pm

Respectfully, submitted,

Bob Garrett , acting secretary due to absence of Shay Lane