

# Pinos Altos Mutual Domestic Water Consumer Association

**Annual Membership Meeting  
Wednesday September 15, 2021  
Pinos Altos Fire Station**

Meeting was called to order at 7:01 pm by Tom Gedgaudas, President

Board members in attendance were: Tom Gedgaudas, President; Allan Phillips, Vice President; Becky Dinwiddie, Treasurer; Gary Geisler, Secretary and Shay Stark-Lane, Member at Large.

April Matthews, Bookkeeper and Linda Davilla, Meter Reader were in attendance. Bob Garrett and Gabriel Preusch were also in attendance.

A quorum was proven

Notice of meeting and agenda were posted at the Fire House and on the PAMDWCA website seven (7) days prior to the meeting. Notice of the meeting was also listed on the back of all members September Water Bill.

Agenda was approved.

Gary Geisler read the minutes from last year's annual meeting held on September 9, 2020. Those minutes were approved unanimously.

## **Reports of Officers & Committees:**

### **President's Report:**

Tom thanked Shay Stark-Lane for her time spent on the board and her service to the association. Tom then discussed the Member Accountability Report that the board filed for the first time in recent memory. This report is required per the Sanitary Project Act but never enforced by the NMED. Tom also spoke about the time and efforts Becky spent on getting together our records retention policy. The board will address approving this policy at our November meeting. Tom addressed the bylaw change that was mailed out to the entire membership in December. This change was necessary to provide indemnity protection for past, present and future boards. The response was excellent with 50 members responding out of 109. The bylaw changes were approved at the January Meeting with 49 members voting yes and one member voting no. Tom finished with a brief update concerning our ongoing lawsuit. There is a motion hearing on October 21, 2021 at 1:30 pm.

### **Vice President's Report:**

Allan flushed out the hydrants in August and will flush again in November. Allan spoke about the ongoing issue he has been having with J&S Plumbing, the latest concerning the two new meters that need to be installed. He advised the member to be patient as J&S is the only plumber in the area licensed to work on drinking water. Allan brought up that there were no leaks in the past two months, which is great.

**Treasurer's Report:**

Becky spoke to the monthly procedures April and Becky have to keep track of all the financials. April sends them to Becky each month for her to review, if there are any questions or issues, they work together to explain them. Becky files the quarterly reports in a timely fashion and will be ordering the W-2's and 1099 forms for year end. Her and April stay on top of the numbers throughout the year so there are no surprises.

**Secretary's Report:**

Gary discussed how the draft meeting minutes for all board meetings are prepared and emailed to the board within 3-4 days after the meeting and are posted to the website within 7-8 days for public viewing. This adheres to the NM Open Meetings Act and also to the PAMDWCA Open Meetings Act resolution 2021-01. He also confirmed that all notices and agendas for board meetings have been posted to the website and at the fire hall within the time frame established by the NM Open Meetings Act and our own resolution. He then discussed the Member Accountability Report that Tom touched on in his report. As this was the first one prepared, Gary now has a better understanding of what pieces of information are required and will have the completed report ready for approval and signing at the May meeting each year. This will allow us to submit the report in a timely fashion before the July 1 deadline. Gary also wanted to mention that any bylaw amendments or changes MUST be submitted to the NM Secretary of State's Office after it has been signed and notarized. This hasn't always happened in the past, but is a required piece of information that needs to be filed with their office. We were educated on this with the bylaw changes approved in January.

**Bookkeeper's Report:**

April informed the board about her issues with her system. Her system went down and then she lost her backup, then the third backup went down, so she had to recreate a backup from a month ago. Then her e mail went down and then the website went down. The e mail and website going down was the webhost's fault. They worked to get the issues resolved, but it took a couple of days. Some members were unable to access the website, but all issues have been fixed. Due to all of this happening in the past two weeks, April was unable to get out the financials as she normally does before a board meeting but will get those to the board members later this week. She also discussed the quotes received from the plumber which were in error, so she is still waiting on the correct quotes for the two new meters.

**Election of Directors**

Terms of three directors are expiring, Becky Dinwiddie, Gary Geisler and Allan Phillips. Shay Stark-Lane is stepping down from the board, so there are four director positions open on the board. Becky, Gary and Allan were all nominated to serve on the board for another two-year term. Gabriel Preusch was nominated to replace Shay and finish her term of one remaining year. All four were unanimously elected to director positions by all members in attendance.

The annual meeting was adjourned at 7:30 pm.

**Minutes prepared by Gary Geisler on September 18, 2021. E Mailed to board on September 18, 2021  
Draft minutes posted to website for public viewing on September 21, 2021.**