

**El Creston Mutual Domestic Water Consumers' Association**  
**Board Meeting Minutes**  
**Thursday, November 1, 2012 7:00 pm 89 Roadrunner Road**

**Present:** Mitch Barker, Crystal Gallegos, Ken King, Juan Lucero, Karyl Lyne, Brigido Ortega, Jimmy Ortega, Gene Solyntjes, Joe Zebrowski

1. **Call to order and proof of a quorum** The meeting was called to order at with 7:02 pm with four board members present to establish a quorum.
2. **Proof of notice of meeting** Meeting notices were posted at the usual posting places in the neighborhood and both radio stations and the Optic were asked to announce the meeting.
3. **Approval of agenda** The agenda was approved unanimously. Karyl/Gene
4. **Approval of previous meetings' minutes** August 2, September 6, September 28 Special Board Meeting, October 4, October 22 Special Board Meeting The September 28 Special Board Meeting Minutes Gene/Joe and the October 22 Special Board Meeting Minutes Gene/Crystal were approved unanimously. The August 2, September 6, and October 4 minutes' approval was tabled until the December meeting. Karyl will send these out for review prior to the meeting.
5. **Treasurer's Report**
  - a. **Account balance** As of 11/1/12, the combined balance in the checking and savings accounts is \$16,058.88. This does not include October water deliveries.
  - b. **Credit card** El Creston has been approved for a credit card with a \$5,000 limit from Wells Fargo Bank. The account signers are Joe Zebrowski, Ricardo Valenzuela and Crystal Gallegos. This credit card is for the purchase of gasoline and truck repairs. It was decided that since Ric uses and maintains the truck and will use this card the most, his credit limit will be \$3000, and Joe's and Crystal's credit limit will be \$1000 each. There will be three cards issued--one to each of the above people. Two members of the board, not the people who will be cardholders--Gene and Karyl--had to sign the bank agreement attesting to the fact that the three cardholders are legitimately El Creston officials and appropriate cardholders for the organization.
  - c. **Financial management software** Crystal has researched financial management software and discovered that there is a Quickbooks Premier NP Edition for a single user for \$319.95. The addition of payroll for up to three employees is \$230.30 for a total of \$550.25. The payroll software could be added later as it may not be cost effective for us to have payroll software for

one employee. Crystal will shop around for a lower priced software until November 10. Ken suggested that she ask about a accounting software for a membership organization. Joe suggested that we can amend the budget where we had allowed money for accounting services to be for this financial management software. It was moved and seconded Karyl/Gene and passed unanimously.

d. **Annual assessments status** 29 of 48 assessments have been paid. There were two incorrect addresses on the assessment letters, but those have been corrected and delivered.

## 6. Old Business

- a. **Water rights brochure** Joe hasn't made copies of the water rights brochure yet, but will.
- b. **Memorandum of Agreement w/ City of Las Vegas** Ken King has a copy of a possible agreement and he recommends that we start with an MOA and add to it as we go along. Joe wants to get this together and go to the City again to talk about it.
- c. **Website** Cheryl has the website under construction and will ask for input. Thanks to Ken for putting up the original site.
- d. **Database project** Joe will re-engage with Jim, and Karyl and Ken need to enter data into the data base.

## 7. New Business

- a. **Consideration and vote on a Resolution (2012-06) committing to properly operate and maintain the water system improvements for the proposed Water Trust Board project.** Unanimously approved.  
Karyl/Gene
- b. **Review of current and planned funding applications**
  - i. **Water Trust Board** Resolution 2012-06 is the last item needed for the application. Joe spoke with Rick Martinez of WTB staff regarding our match and he recommended we seek legislative capital outlay funds for that. We do not yet have the \$100,000 from last year's grant/loan contract from the Water Trust Board for the design and planning phase of the project. We should get that money soon.
  - ii. **Legislative Capital Outlay** See Water Trust Board (i.) above.
  - iii. **Drinking Water State Revolving Fund** This is a loan fund run by NM Finance Authority and we applied last May. We were considered un-fundable because we have no credit history to prove our ability to pay

bills. Ryan Helton, who runs the program, would like us to set up a meeting with him to discuss the project. This money is 25% loan forgiveness, so there will be other funds that would be more favorable for us.

iv. **BOR** Joe will follow up with our letter of interest to them.

v. **USDA** Joe will have a template of an application to send into them. They will also want us to request funding for a complete project.

vi. **Funding workshop** We'll have a workshop with Blanca and Melanie in the next month or so.

c. **NE Regional Water Forum discussion** Gene and Joe went to this symposium to talk about water issues in NE New Mexico. The OSE talked about a continued drought for the foreseeable future. There will be an extended period of limited water availability for our area.

**d. Water emergency update**

i. **Number of households that have lost water** 67 No new dry wells were discovered in the last month.

ii. **Status of information gathering** continuing

e. **Water hauling** There were 5 deliveries in October or 99 deliveries for the year.

**i. Review of current needs and activities**

f. **Membership drive update/number of members** There are no new members.

8. **Adjourn** The meeting was adjourned at 8:06 pm. Crystal/Gene

Respectfully submitted,

Karyl Lyne, Secretary  
El Creston MDWCA