

El Creston Mutual Domestic Water Consumers Association

April 2, 2020 Board meeting

Approved May 7th

Via Video Conference

In attendance: Gene Solyntjes, Cheryl Zebrowski, Dennis Ditmanson, Liz Valenzuela, Public: Mitch Barker

1. Meeting called to order at 7:08 pm with a quorum in attendance.
2. Notice of this meeting was emailed and posted. Due to the coronavirus shelter in place orders, the meeting was held via ZOOM video conferencing.
3. Motion made and seconded to approve the agenda. (Liz/Dennis) Motion passed unanimously.
4. Motion made and seconded to approve the minutes from March 5th with 3 minor corrections (Liz/Dennis) Motion passed unanimously.
5. Reports
 - a. Treasurer's report attached
 - i. Liz has submitted the needed paperwork to the state auditor's office. They want to have a tele-meeting next week.
 - b. Water System
 - i. Operator's Report: None received. The City of Las Vegas has sent us their CCR for our water hauling operations, and Veronica will begin work on the CCR for our system
 - ii. The meeting with Souder Miller was cancelled due to the COVID-19 virus. Gene has e-mailed them, but has not had a response.
 - c. Funding
 - i. Capital Outlay: Received \$50,000
 - ii. Water Trust Board: The Readiness items were submitted
 - d. Water Hauling Report
 - i. 7 Deliveries in March
 - e. Membership Report
 - i. Nothing to report.
6. Old Business
 - a. Liz submitted the supplemental application for liability and property insurance to Barbara Chavez, HUB Insurance, but has not yet heard back.
 - b. Gene and Dennis will start contacting folks regarding hook-up of next phase.
 - i. Dennis talked with the Oakes about running the line across the corner of their property. They are agreeable, but still need to complete the easement. Cheryl will contact them as it needs to be notarized, and Liz will cut a \$100 check for them.
 - c. Due to the COVID-19 pandemic, the annual meeting was cancelled. Instead, a letter was sent out to all members on March 25th.

- d. Cheryl discovered that we do not qualify as a non-profit and thus cannot get the free version of Microsoft Outlook. The price would be \$5 per account and we would want an account for the president, secretary and treasurer. We would also have access to their video conferencing and shared file storage.
 - i. Motion made and seconded to approve moving to Office 365 for Small Businesses. (Cheryl/Liz) Motion passed unanimously.
- e. Review of Bylaws: tabled
7. New Business
 - a. Selection of officers
 - i. The officers for the coming year are Gene Solyntjes, President; Dennis Ditmanson, Vice President; Cheryl Zebrowski, Secretary; and Liz Valenzuela, Treasurer.
 - b. Gene talked with Crystal about her lack of attendance at board meetings, and she agreed to resign from the board. Mitch has offered to fill her vacancy.
 - i. Motion made and seconded to accept Crystal Gallegos' resignation and appoint Mitch Barker to fill the remainder of her term. (Liz/Cheryl) Motion passed unanimously. His term will be up in 2023.
8. Public Comment; None
9. Calendar Review for Upcoming Tasks
 - a. Review the emergency plan for next meeting
 - b. Audit due May 1
 - c. Annual corporate report due in May 7th
10. Action Items:
 - a. Gene and Dennis will contact folks regarding the next phase.
 - b. Cheryl will get easement from the Oakes
11. The next meeting will be May 7th most likely via ZOOM.
12. Meeting adjourned at 7:40 p.m.

Respectfully submitted by Cheryl Zebrowski, Secretary

EL CRESTON MDWCA

Treasurer's Items for Regular Meeting 4-2-2020

- 1) a. **Checking account balance ending 3/31/2020: \$6,103.16**

Transfer to Savings:	\$500.00
Outstanding checks (1):	\$181.23
<u>DEPOSIT (4/1/2020):</u>	<u>\$605.15</u>

Current Checking Balance (4-2-20): \$6,027.08

- b. **Savings account balance ending 3/31/2020: \$6,401.44**

Savings Transfer	+500.00
<u>Current balance (4-2-20)</u>	<u>\$ 6,901.44</u>

- c. **OVERALL TOTAL CASH BALANCE: (4/2/2020): \$12,928.52**

2. **March Water Deliveries: 7 Revenues received: \$535.00****
Water Hauling Sales: \$757.00
Water Costs: \$168.00

**** PENDING DEPOSIT: \$390.00 (checks received 4-2-20)**

TOTAL MARCH REVENUES: \$925.00

3. **March Truck Expenses: - \$61.50 (Gas 3-19-20)**

4. **Water Connection/Standby Payments (November 2019 through March 2020) –**
Revenues received:
\$1,087.50