

El Creston Mutual Domestic Water Consumers' Association

Thursday, January 6, 2022 @ 7 pm via zoom

Board Meeting Minutes

Approved: February 10, 2022

In attendance: Anna Aragon, Dennis Ditmanson, Karyl Lyne, Sebastian Medina, Matthew Miller, Gene Solyntjes, Liz Valenzuela Public Amanda Crowther, Wendy Leavens

1. The meeting was called to order at 7:16 pm. after some connectivity problems with a quorum present.
2. The meeting notice was posted, emailed and in *The Opic*.
3. The motion (Liz/Gene) to approve the agenda passed.
4. The motion (Liz/Anna) to approve the meeting minutes from December 2, 2021 passed.
5. Reports
 - a. Treasurer's report is attached.
 - b. Water System
 - i. Operator's Report - No report has been filed.
 - c. Funding
 - i. Capital Outlay Award - Souder/Miller is preparing request for \$50K. The resolution for this will be on the February board meeting agenda for approval.
 - ii. Water Trust Board - no report
 - d. Phase II update A warranty walk through will be next week and Dennis will do that.
 - e. Phase III update Nothing to report.
 - f. Membership Report - Matthew Barboa's request to cancel his membership in ECMDWCA was granted. He hasn't paid dues for many years and no water meter was installed. A motion (Gene/Anna) to add Eli and Heidi Gonzales' names to Lupita Gonzales' ECMDWCA membership account passed unanimously.
6. Old Business
 - a. Asset management plan progress - Gene has been working with Maggie at Souder Miller on the list of current equipment and reported it is proving difficult to get current valuation for these items as the market is so volatile right now and supply chain back-ups are unpredictable. He'll keep working on this. Dennis reminded Gene that when Maggie works with him on this we will be charged for her time.
 - b. Sebastian reported that progress was being made on our use of the Square payment method. He said he needed an El Creston shared email and an account number to direct payments to. This will be available on the El Creston website shortly. Thanks Liz and Sebastian for making this happen. Liz will check with Cheryl about a shared email for El Creston.
7. New Business
 - a. Open Meetings Act Resolution - The motion (Gene/Anna) to approve the Open Meetings Act Resolution #2022-01 passed unanimously.
8. Public comment - no comment
9. Calendar Review for upcoming tasks
 - a. Quarterly Financial Report (DFA) Resolution - This report is no longer necessary.
 - b. 31st Final Budget (DFA) Resolution - This action is not necessary.
 - c. Remind customers to send meter readings - Liz said she & Rick need to report theirs.
 - d. Quarterly WTB Report due - This report is no longer necessary.

- e. Begin planning annual meeting - It was decided to have the annual meeting on Saturday, March 12, at 2:00 pm at the Sheridan Fire Station. Dennis will contact the fire chief to reserve the space. He also said the ballot for next year's board members needs to be prepared by February 12, one month before the annual meeting, so it can be mailed to all members.
 - f. Semi-annual Gross Receipts Taxes due - Liz will prepare and pay these taxes.
 - g. Liz will write a letter to the IRS and Work Force NM that we no longer have employees, and that the employee tax files will be maintained in the El Creston files.
10. Next meeting date - Thursday, February 3, 2022, 7 pm via zoom
11. The meeting adjourned at 7:54 pm.

Respectfully submitted by Karyl Lyne, Secretary