VISTA REDONDA MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION

 MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, December 13, 2016 – 4:00 PM

van Schayk Home, 111 Paseo Encantado NE

1. **Call to Order:** van Schayk called the meeting to order at 4:01 PM.
2. **Certification of Quorum:** S. Rule certified that 7 of the 9 voting board members were present. A quorum was met.

**Board Members Present:** Chris van Schayk, Vice President; Directors: Bill Berra; Harvey Simon; Audrey LaFehr; Nirvair Singh Khalsa

**Board Members Present via Speaker Phone:** David Rule, President; Susan Rule, Secretary and Treasurer

**Board Members Not Present:** Phil Marineau, Director; Peter Frank, Director

**Community Members Present:** Mary Costello

**Others Present**: Mike Sanderson, System Manager

1. **Approval of Minutes:** van Schayk asked for a motion to approve the minutes of the VRMDWCA Board of Directors Meeting held September 13, 2016. Khalsa made the motion, Berra seconded, and all approved.
2. **Financial Report:** S. Rule presented the Financial Statements and reported that we have sufficient funds in our checking accounts, and with an additional CD coming due in February 2017, for the tank project. She also reminded the Board of the VRMDWCA Late or Non-Payment Policy should it need to be enforced in the coming year.
3. **Budgets:** D. Rule presented the Capital and Operating Budgets.
4. **System Manager Report:** Mike Sanderson distributed to the Board his report on major items worked on this fall, including: the creation of a Dropbox Team cloud filing system; a review of existing spreadsheets; and interfacing with NMED DWB on Well No. 4. D. Rule noted that Sanderson has made real improvements in the base data analysis.

1. **Update on Tank Project:** D. Rule reported that the work has begun to survey the tank site and map its boundaries. They have also started the preliminary engineering, but won’t complete it until D. Rule returns to Vista Redonda in January. The work is still projected to be done by early summer.
2. **New Business:** None.
3. **Adjournment:** S. Rule made the motion to adjourn, Khalsa seconded, and all approved. The meeting was adjourned at 4:30 PM.

Respectfully submitted,

Audrey LaFehr

Director and Acting Secretary