VISTA REDONDA MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION

(VRMDWCA)

MINUTES OF BOARD MEETING

Monday, February 18, 2019 -- 4:00 PM

Rule Home – 105 Paseo Encantado S.W.

1. **Call to Order:** D. Rule called the meeting to order at 4:00 PM.
2. **Certification of Quorum:**  S. Rule certified that 8 of the 9 board members were present. A quorum was met.
3. **Board Members Present:** David Rule, President; Chris van Schayk, Vice President; Susan Rule, Secretary and Treasurer; Directors: Bill Berra, Harvey Simon, Nirvair Khalsa, Audrey LaFehr, Peter Frank (via speaker phone); Adjunct Directors: José Lopez, Laurent Cavalie

**Board Members Not Present:**  Phil Marineau, Director

**Community Members Present:** None

**Others Present:**  None

1. **Approval of Minutes of the December 11, 2018 Board Meeting:** Simon made the motion to approve the minutes as amended, S. Rule seconded, and all approved.
2. **Financial Report:** S. Rule presented the financial statements and noted that there is nothing unusual to report, and that we have enough funds for the upcoming drilling project. Van Schayk made the motion to approve the financial report, Berra seconded, and all approved.
3. **Budget Report**: D. Rule presented the Operating and Capital budgets and noted that we are over budget on System Maintenance due to additional materials and labor put against trying to save Well #6. S. Rule reported that one property owner still has not yet paid their annual fees. Having had no response to emails or phone messages, S. Rule will send a letter to the homeowner outlining the association’s procedure for late payments. S. Rule further noted that we have had higher than expected income from transfer fees due to property sales.
4. **NMED Notice of Violation**: D. Rule reported that we have been cited for supplying one of five tap water samples 7 hours after the deadline in September 2018. While this is a procedural issue, not a health issue, it still requires notification of the community that we may not be in compliance due to this slight time discrepancy. The samples (normally taken every three years) must be retaken in June 2019. Berra volunteered to oversee the retesting, working with Jack, our Water Master.
5. **Re-drill of Well #4:** At the December 2018 Board meeting D. Rule noted and questioned the high cost of re-drilling a well. He subsequently was made aware of a detailed estimate for a new well proposed for a neighboring community which was quite similar and actually slightly higher than the estimate we received for #4. Since December, Shomaker has started to develop the drilling specs, however they informed us that they do not do the bidding process. We may have to hire someone to bid it out, which will increase our costs a bit. Given these and other new complications, the well may not get drilled this year.
6. **Board of Directors FY 2019-2020 – Transition Plan:** Simon reported that D. Rule respectfully would like to step down as President this coming July. Simon suggested that the transition plan will require elevating outside contractors’ involvement in our system to relieve some of the burden on our new President. In discussion with D. Rule and van Schayk, Simon identified Adjunct Director José Lopez as the best candidate to be nominated as the new President and emphasized that he will have the full support of the Board, the Water Master, and outside contractors going forward. Director Phil Marineau has agreed to step down to Adjunct Director so that Lopez may become a full Director for the rest of the fiscal year. Van Schayk moved to appoint Lopez to serve as Director pro tem through the end of Marineau’s term, Simon seconded, and all approved.
7. **New Business:**

* **Insurance:** S. Rule reported that Travellers, our carrier for Directors and Officers insurance, has created an exclusion in our policy for covering water and utilities. She got our policy extended for a month while they attempt to remove the exclusion. If this is not possible, we will seek another carrier.
* **Easement:** D. Rule noted that the easement agreement discussed last meeting has been put in place. D. Rule has signed; Anna and Chris van Schayk to sign February 19.
* **Reading Water Meters:** D. Rule revisited a plan to streamline the process of reading individual meters with Mike Sanderson’s help with the technology and automating the reports. Other practical/technological chores will also be transferred to Sanderson.
* **Nominating Committee:** Simon volunteered to head the nominating committee along with Frank and Khalsa to present a slate of Board of Directors at the June 11, 2019 meeting.

1. **Adjournment:** van Schayk made the motion to adjourn, D. Rule seconded, and all approved. The meeting was adjourned at 4:58 PM.

Respectfully Submitted,

Audrey LaFehr

Director and Acting Secretary