

FINAL
APPROVED 11/13/2022

BRAZOS MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION, INC.

October 23, 2022 Regular Meeting Minutes

MEETING WAS CALLED TO ORDER at 9:01 a.m. at the Volunteer Fire Station, Upper Brazos

ROLL CALL:

Directors Present:

Bob Cooke, President
Jim Banister, Vice President (Google Meet)
Deej Banister, Secretary
Ryan Costanza (Google Meet)
Chris Dennison

Public Present Via Google Meet:

Mike and Karen Adam
Scott Eliason
Irv Lindemuth
Amanda Urioste
Arch and Sharon Wells

APPROVAL OF AGENDA:

Chris Dennison made a motion to approve the agenda. Ryan Costanza seconded; the motion unanimously carried.

NEW BUSINESS:

Approve Minutes:

1. The draft of Board Meeting Minutes for October 2, 2022 was presented to the Board for approval. Chris Dennison made a motion to accept the minutes as presented. Jim Banister seconded; the motion unanimously carried.
2. The draft of Emergency Board Meeting Minutes for October 5, 2022 was presented to the Board for approval. Chris Dennison made a motion to accept the minutes as amended. Jim Banister seconded; the motion unanimously carried.
3. The Emergency Board Meeting Agenda for October 18, 2022 was presented to the Board for approval. Chris Dennison made a motion to accept the agenda showing the meeting was cancelled and no action was taken. Jim Banister seconded; the motion unanimously carried.

New Board Members:

Scott Eliason submitted a letter for nomination to the Board. Letter was reviewed by Directors. Chris Dennison made a motion to nominate Scott to the Board. Ryan Costanza seconded; the motion unanimously carried. Scott accepted the nomination.

Amanda Urioste submitted a letter for nomination to the Board. The Letter was reviewed by the Directors. Chris Dennison made a motion to nominate Amanda to the Board. Jim Banister seconded; the motion unanimously carried. Amanda accepts the nomination.

Restructure the Board:**President Position:**

Bob Cooke opened the restructuring of the Board with his desire to step down from the President position, effective immediately. Bob nominates Amanda Urioste to fill his position. Deej Banister makes a motion to accept the nomination of Amanda for President. Jim Banister seconded; the motion unanimously carried. Amanda Urioste accepts the nomination. Amanda Urioste makes a motion that the President transition become effective upon the approval of meeting minutes. Jim Banister seconded the motion; the motion unanimously carried.

Vice President Position:

Jim Banister indicated that he would like to remain. Amanda Urioste made a motion for Jim to remain as Vice President; Chris Dennison seconded; the motion unanimously carried.

Secretary Position:

Deej Banister indicated that she would like to remain. Amanda Urisote made a motion for Deej to remain as Secretary. Chris Dennison seconded; the motion unanimously carried.

Treasurer Position:

Ryan Costanza nominates Scott Eliason to fill the vacant Treasurer position. Chris Dennison seconded the motion. Amanda Urioste, Ryan Costanza, Chris Dennison and Scott Eliason voted Yea. Deej Banister voted Nay. Bob Cooke and Jim Banister abstain. Scott Eliason is nominated as Treasurer.

Resignation Letter from Marla Ulibarri:

A motion was made by Chris Dennison to accept Marla Ulibarri's letter of resignation as Bookkeeper. Deej Banister seconded the motion; the motion unanimously carried.

Hiring New Bookkeeper:

The Board received two applications for Bookkeeper:

1. Gretchen Denman
2. Robert Clark, CPA, LLC.

After comparing bookkeeping costs for both candidates and discussing the Board's immediate needs for an accurate account of our current financial standing, the Board

chose to rehire Gretchen Denman. Her previous years with the board span from 2008-2022. Amanda Urioste made a motion to reemploy Gretchen Denman as bookkeeper not to exceed March 31, 2023 with delegated authority to Scott Eliason, Treasurer, to review and submit all State forms. Chris Denison seconded the motion. Chris Dennison, Amanda Urioste, Jim Banister, Ryan Costanza, and Deej Banister voted Yea. Scott Eliason and Bob Cooke voted Nay. The motion passed.

Property and Liability Insurance:

A new Property Liability Insurance Policy with Terrorism binder was reviewed and discussed by the Board. The Policy cost is \$3,415.00 a year; the Terrorism binder is an additional \$64.00. The policy renews yearly. The President signs the submission and is the contact. Chris Dennison made a motion to purchase the insurance with additional terrorism binder. Jim Banister seconded the motion; the motion unanimously carried.

OLD BUSINESS:

Closing Fidelity Account:

Scott Eliason will contact Hinkle and Landers, our auditors, to see if the Fidelity Account should be closed at this time.

New Water Hook-up for Urioste:

The User water hookup for Urioste that was originally scheduled for last year is now rescheduled for completion. They have two (2) User Memberships.

Attorney—Water Rights:

Chris Dennison will investigate the need for a Water Rights Attorney, as well as costs.

PUBLIC COMMENT:

Sharon Wells appreciates what we have accomplished today.

NEXT MEETING DATE AND LOCATION

Sunday, November 13th at 9:00 a.m.

ADJOURMENT

Deej Banister made a motion to adjourn. Amanda Urioste seconded the motion; the motion unanimously carried.

Deej Banister
Secretary

