

******FINAL******

**BRAZOS MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION, INC.
May 21, 2023 Regular Meeting Minutes**

MEETING WAS CALLED TO ORDER at 8:37 a.m. through Google Meets.

Directors Present:

Amanda Urioste, President
Jimmy Banister, Vice President
Deej Banister, Secretary
Scott Eliason, Treasurer
Ryan Costanza

Directors Absent:

Chris Dennison

Public Present:

None

APPROVAL OF AGENDA:

Amanda Urioste called for approval of the agenda. Jimmy Banister made a motion to accept the agenda. Deej Banister seconded; the motion passed.

APPROVAL OF THE MINUTES:

The draft of Board Meeting Minutes for April 2, 2023 was presented to the Board for approval. Amanda Urioste called for a motion to accept the minutes as presented. Jimmy Banister made a motion to accept the minutes. Deej Banister seconded the motion; the motion unanimously carried.

NEW BUSINESS:

Resignation of Robert Cooke

Amanda Urioste called for a motion to accept the resignation of Robert Cooke from the Board. Jimmy Banister made a motion to accept the resignation. Deej Banister seconded the motion. The motion unanimously carried.

Approval of 4th Quarter Resolution #9

Amanda Urioste presented Gretchen Denman's 4th Quarter Resolution to the Board for approval. Amanda Urioste called for a motion to approve the submission. Jimmy Banister made a motion to accept. Deej Banister seconded the motion. The motion unanimously carried.

Acceptance of new Bookkeeper

Gretchen Denman's term as our bookkeeper expired March 31, 2023. Amanda reached out to Robert Clark, LLC Bookkeeping in Albuquerque to make application. After leaving numerous

messages and no responses, she feels he is no longer interested in a position. Clarke had previously applied for a bookkeeping position with the Board in 2022. DeeJ Banister and Gretchen Denman reached out to Skye Hunley at Skye's the Limit Bookkeeping. They explained our needs, verified her qualifications and asked that she submit a letter requesting employment. The Board reviewed her experience and agreed. Amanda Urioste asked for a motion to hire Skye's the Limit Bookkeeping. DeeJ Banister made a motion to accept Skye's the Limit Bookkeeping as bookkeeper for the BMDWCA. Jimmy Banister seconded; the motion unanimously carried.

Membership Transfer Applications:

From LeRoy and Mary Wampler to Adan and Gwen Casados

Lot #19, BLK 1, Unit 1, Brazos Lodge Estates
Property Address: No. 10, Rainbow Lane
Chama, New Mexico 87520

Amanda Urioste gave the following breakdown of penalty charges incurred for a delinquent membership transfer from LeRoy Wampler to Adan and Gwen Casados. The total late fees and stipulations follow:

In accordance with BMDWCA Rules and Regulations, Section XII and Section X Violations, the total fees including the transfer application fee and late fees are \$475.00.

The breakdown is as follows:

- 1) membership application transfer fee \$50.00;
- 2) late transfer fee \$25.00 per month X 17 months is \$425.00;
- 3) The water will not be restored to the property until all fees have been paid in full.

Amanda asked for a motion to incur penalty charges for the membership transfer to Adan and Gwen Casados with the stipulation that the water will not be restored until charges have been paid. Jimmy Banister made a motion to accept membership to Adan and Gwen Casados with penalty charges and stipulation. DeeJ Banister seconded; the motion unanimously carried.

From Adan and Gwen Casados to Kenneth and Donna Casados

Lot #19. BLE 1, Unit 1, Brazos Lodge Estates
Property Address: No. 10, Rainbow Lane
Chama, New Mexico 87520

In accordance with BMDWCA Rules and Regulations, Section XII and Section X Violations, the total fees including the transfer application fee and late fees is \$1146.35.

The breakdown is as follows:

- 1) membership application transfer fee \$0.00;
- 2) late transfer fee \$25.00 per month X 12 months is \$300.00;
- 3) 2022 Water Membership fee plus all late fees \$846.35;

4} The water will not be restored to the property until all fees have been paid in full.

Amanda asked for a motion to incur penalty charges for membership transfer to Kenneth and Donna Casados with the stipulation that the water will not be restored until charges have been paid. Jimmy Banister made a motion to transfer membership to Kenneth and Donna Casados with penalty charges and stipulation. DeeJ Banister seconded; the motion unanimously passed.

Rules and Regulations:

Amanda Urioste indicated that we were almost out of scheduled meeting time. Amanda called for a motion to carry over the Rules and Regulation discussion until the next meeting. DeeJ Banister made a motion to carryover the Rules and Regulation until the next meeting. Jimmy Banister seconded. The motion unanimously carried.

PUBLIC COMMENT:

No public was in attendance.

NEXT MEETING DATE AND LOCATION:

Meeting will be determined.

ADJOURNMENT:

Amanda Urioste called adjournment at 9:27 a.m.

Deej Banister
Secretary