

Brazos Mutual Domestic Water Consumers Association

Regular Board Meeting Minutes - Final

Date: Tuesday, January 13, 2026

Time: 6:30 PM MST

Location: 2 Brazos Circle, Chama, NM 87520 and via Google Meet

1. Call to Order

President Teri Fahs called the regular meeting of the Brazos Mutual Domestic Water Consumers Association Board of Directors to order at 6:30 PM.

2. Proof of Quorum

A quorum was present. Board members participated for the duration necessary to conduct business.

3. Proof of Notice of Meeting

Proper notice of the meeting was confirmed in accordance with the bylaws and the New Mexico Open Meetings Act.

4. Approval of Agenda

The agenda was reviewed and approved by consensus.

5. Public Comment

No public comments were made.

6. Approval of Minutes

The December 15, 2025 Regular Board Meeting Minutes were approved with the following corrections:

- Changed "non-paying" to "inactive" for three accounts (Laurel Baker, Silva, Allen).
- Corrected tank reference from "upper tank" to "middle tank" in the Chase Haynes discussion.
- Corrected spelling of Richard Ulibarri's name.
- Expanded the demand letter discussion for accuracy.

7. Special Meeting – Unauthorized Cashier's Check

The Board discussed the May 15, 2025 cashier's check and the need for a special meeting to determine whether it was authorized under the bylaws. A motion passed to hold a special meeting on January 28, 2026, at 6:30 PM. The format of the meeting (open or closed session) will be determined by vote at that meeting.

8. Well #1 Repair

The Board approved an estimate from electrician Richard Ulibarri in the amount of \$7,500–\$10,000 to repair Well #1. If costs exceed \$10,000, the Board will convene a special meeting for approval. Mr. Ulibarri will provide daily cost totals. Chris Dennison will serve as the primary contact.

9. Bookkeeper Appointment

After reviewing proposals, the Board approved hiring Martha Montoya as bookkeeper at a flat rate of \$450 per month for a one-year term with a 30-day cancellation clause.

10. Membership List and Meter Log

Charles Roberts reported that the membership list and meter log have been completed and will serve as the master record for billing and accounting. Only essential information will be shared with the bookkeeper to protect member privacy.

11. Historical Membership Information

Ryan Costanza presented a 1989 newsletter documenting that non-users were considered certificate holders who paid capital improvement levies, providing historical context for the current fee structure.

12. Snow Plowing

The Board discussed snow plowing needs. Teri Fahs will contact Randy Terrazas for a proposal. Ryan Costanza will inquire whether Chris Dennison is interested.

13. Establish Next Meeting Date

A special meeting will be held January 28, 2026, at 6:30 PM. The next regular meeting is scheduled for February 10, 2026.

14. Adjournment

The meeting was adjourned after completion of business.

Approved by the Board on: 02/10/2026



Teri Fahs, President

Attest:

Donna Casados

Donna Casados

Treasurer/Secretary