**Minutes of the January 20, 2024 Annual Meeting**

The meeting is called to order at 11:03am. Board Members Ann Murray, Todd Brown, Pat Brown, Cynthia Frederick, and Carol O’Keefe are present, along with Ruth Center, our bookkeeper, and more than enough members to make a quorum.

Todd reads **the agenda**. Cynthia moves to approve the agenda with the deletion of the budget items and associated resolutions, and the addition of ‘Sign Rules and Regulations’ under Old Business and ‘Audit’ under new business; Ann seconds, and the agenda is approved with additions and deletions. Cynthia moves we move the elections to the top of the meeting agenda, Ann seconds, and the elections are moved.

**Elections:** Prior to the meeting, no members indicated an interest in running for a board position, nor did any members present at the meeting. Ann moves that Pat Brown and Carol O’Keefe be reelected to the board. Cathy Weber seconds; and the membership unanimously reelects Carol and Pat by acclamation.

Carol reads **the minutes** of the December meeting. Ann moves to approve the meeting minutes; Cynthia seconds, and the minutes are approved.

Pat reads the **Treasurer’s Report** for December. As of December 31, the Association had $224,154.74 in the bank account. Our income for the month of December was $5,217.47. Our expenses were $6,060.98 for a decrease of $843.51. Pat reviews the bank reconciliations for December. Ruth said that 3 deposits were put in the wrong account, and this has been resolved. During the month, the proper documentation was received to transfer membership #162 to a new owner. Cynthia moves to approve the report, the payment of bills, the membership transfers, and the December bank reconciliation. Ann seconds, and all are approved.

Cynthia reads the **Operator’s Report** for December. In December, 364,389 gallons flowed to the village and 9,000 gallons were hauled. Year-to-date the village used 16.49-acre feet. The water level behind the dam is 2.0 feet, the same as last month. During the month, there were 102,239 gallons of water unaccounted for. This resulted from the water break at the senior center / fire station and the flushing of the system after the break. **We are using the Galisteo (Santo) well water supplemented with dam water when available**. Ann moves to approve the operator’s report; Pat seconds, and the report is approved.

**President’s Report**

* Our water operator, Rudy Martinez, is retiring January 31, 2024, and our new operator will be Ron CdeBaca, a level II operator. The board will present Rudy with a bolo tie and restaurant gift certificate to show our appreciation for his 27 years of service.
* The president discusses the history of the system and its present performance. The occasional brown water we see from our taps results from the water running two ways through the old cast iron pipe from tank #1 to the village. This pipe will be replaced in accordance with the PER engineering report.

**Member’s Present Business**

* A member asks for a summary of the December 21st line break at the senior center / fire station construction site. The president reports that the point of the break was not marked because the line is shown on the other side of the road on the board’s maps. The county stepped up and fixed the break at a cost to them of approximately $30,000. The member suggests that there be additional people in the village with knowledge of the system, and another member suggests the use of a decision tree. The board will investigate adopting procedures for future emergencies.
* Cynthia asks the members present how they heard of the annual meeting. A member suggests putting a sign up on the community board on 1st Street. The board will also work on filling the gaps in member emails, so we have a full list of member emails.

**Old Business**

* **Electronic Billing Update –** The bookkeeper handed out instructions with an internet link for members to sign up for electronic billing. She addresses the questions of the members present and will type up instructions for members interested in electronic billing.
* **Water Rates –** The board goes over the rationale for raising rates at the higher usage levels. The rate increase is meant to discourage excessively high usage which depletes our water supply and taxes our system. The new rates become effective on April 1, 2024
* **NMFA Loan Application –** We were notified that we have been awarded a loan of $789,072.00 with a maturity of 32 years and a rate of 0.25. There are presently concerns being addressed by the New Mexico Environment Department about crossing the arroyo, and that is delaying the signing of the loan.

**New Business**

* **Sign Rules and Regulations –** The board members signed the new rules and regulations reflecting the changes approved last month. They are posted on CerrillosNewMexico.com under El Vadito Water Association.
* **Audit -** We will retain the same auditor for the 2023 audit. The cost will be $3,462.00. Ann moves we approve the expenditure for the audit; Pat seconds, and the expenditure of $3,462 is approved for the audit**.**
* **Open Meetings Act Resolution –** Ann reads the Open Meetings Act for 2024. Carol moves we approve the Open Meetings Act Resolution; Ann seconds, and the Open Meetings Act Resolution is approved for 2024.
* **Procurement Policy –** The treasurer reads the Procurement Policy. Carol moves we approve the Procurement Policy; Ann seconds, and the Procurement Policy is approved for 2024.
* **Asset Inventory -** Pat presents the capital asset inventory. Carol moves we approve the capital asset inventory, Ann seconds, and the asset inventory is approved.
* **Water System/ Leak Update –** A member (acct.# 240) experienced a leak and requested an adjustment. It falls within our adjustment guidelines. Ann moves we approve the adjustment; Cynthia seconds, and the adjustment is approved.

The meeting is adjourned at 12:26 pm.

**NOTE**: The board will meet at the Cerrillos Mining Museum at 7:00pm on Thursday, February 15th for the February meeting.