



Doña Ana Mutual Domestic Water Consumers Association
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The following minutes are from the Regular Board Meeting of Doña Ana Mutual Domestic Water Consumers Association Board of Directors, December 15, 2016; convened at 9:00 A.M. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Mr., Las Cruces, NM 88007:

Call to Order & Roll Call

President Melton called the meeting to order at 9:00 A.M. and called roll:

Vice President – Jamie Stull, Present

Secretary/ Treasurer – Kurt Anderson, Present

Board Member – Raymond Ponteri, Excused Absence

Board Member – Justin Sparks, Present

Others in Attendance:

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

Community Members – Jim Hayhoe and Nancy Simmons

Approval of Agenda

Dr. Anderson moved to approve the agenda for the December 15, 2016 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Minutes

Dr. Anderson moved to approve the minutes for the December 01, 2016 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for

discussion of the motion. Dr. Anderson corrected a grammatical error. The Chair called for a vote on the amended motion; the motion carried by roll call vote 4-0.

Dr. Anderson moved to approve the minutes for the December 06, 2016 Special Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

New Members & New Meters

Mr. Stull moved to approve the New Members and New Meters list as presented for December 2016; Dr. Anderson seconded the motion. The Chair called for discussion of the motion. Mrs. Horton advised there are six (6) names on the list, all of which are new members. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Customer Issues and Public Input

Mr. Jim Hayhoe reported that during the PRV installations in the Village of Picacho Hills a leak was discovered on the Dona Ana Water side of the meter. He advised the Dona Ana MDWCA staff was quick to fix the issue.

Board President Report

President Melton reported that things have been fairly calm and that our Executive Director, Jennifer Horton, has been taking care of things quite well.

Staff Reports

3. Executive Director

See Attachment

New Business

No New Business

Unfinished Business

Dr. Anderson moved to approve Item four (4), approval of IRS form 990; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised this is our annual tax return the auditors complete once the audit is submitted to the State. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0:

Open Session

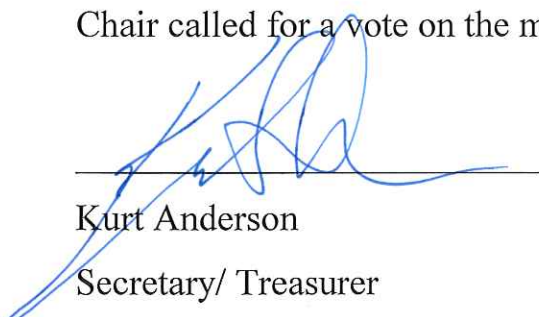
Mr. Melton addressed the Board to discuss the Open Meetings Act, specifically the number of board meetings held each month. Does the Board want to continue with two meetings per month, or reduce to one? The Board agreed to proceed with two meetings per month. Mr. Melton reminded the Board and the Public that the annual meeting is fast approaching; we need to begin generating interest within the Districts to try to meet quorum on the first attempt to avoid having to reschedule. At this time we will need 45 Members to attend in order to meet quorum. Mr. Melton is working with members in his District to encourage attendance. Mrs. Horton advised we do have a new feature in our software that will allow us to send a text message with announcements. Mr. Hayhoe offered to announce this in the PHPOA newsletter. Mrs. Horton mentioned we may have a vendor who is willing to donate an item for raffling to encourage further interest in attending the meeting. The meeting is tentatively scheduled for January 25, 2017 at 7:00 pm at the Dona Ana Elementary School.

Executive Director Jennifer Horton confirmed our annual audit has been completed and we did quite well. We have also resolved the issue of the vendor who had overcharged the Association \$27,000; we now have a pending credit.

The Board expressed gratitude toward our Executive Director and her staff for handling the audit well.

Adjournment

Dr. Anderson moved to adjourn at 9:54 a.m.; Mr. Stull seconded the motion. The Chair called for a vote on the motion: the motion carried by roll call vote 4-0.



Kurt Anderson
Secretary/ Treasurer

2/2/12

Date