

Ames Lake Water Association

Board of Directors Meeting January 13, 2015

7:00 P.M

Meeting Minutes

1. Call to Order

David Hoffmann called to order the regular meeting of the Board of Directors of **Ames Lake Water Association** at **7:15 PM** on **January 13, 2015** in the Association's business office.

2. Roll Call

The following Board members were present: David Hoffmann, Craig Bomben, Michael Bicak and Mark Freeman. Also present were: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager, Richard Jonson, Counsel and Warren Perkins, Engineer with Gray and Osborne.

3. Business Manager Report

- Kristina presented a summary of financials to the Board, updated Loreto's account status, Retail Lockbox status and noted upcoming vacation.
- *Michael moved to authorize the Board President and Treasurer to open a new interest-bearing account with a federal deposit insured banking institution and authorize transfer of up to \$200,000 to this account. Mark seconded. All approved.*
- As part of the financial risk assessment, Kristina presented a payroll flowchart. The Board suggested a few changes. Specific action items:
 - Kristina will review information on pay stubs,
 - Employees will sign-off approval for email pay stub option.

4. Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the December Board meeting,
- Membership Transfers,
- Water Loss adjustments and,
- Aging Accounts.

Michael moved to approve all items on the Consent Agenda with modifications to the minutes suggested by David and Michael. Craig seconded. All approved.

5. System Manager Report

- Robert previewed upcoming Board meeting agendas: Salary review in February, draft operating budget in March and finalized budget in April.
- Projects for 2015 were briefly previewed:
 - ALWA office construction process,
 - Rehabilitation of Carnation well & wellhouse,
 - Close system loop at Lono and near 23rd St.
 - Implement system flushing program,
 - Update & improve 2-inch line around Tolt Hill tanks,
 - Improve sensors and telemetry/SCADA.

- Robert discussed an electrical failure in Vista well #1, warranty claim against contractor and bonding co. and proposed repair(s).
- CUP application submitted to King County on proposed new building at Vista.

6. Checklist & EFT Approval

Michael moved to approve the checklist and EFT transfers. Craig seconded. All approved.

7. Website Update

David presented proposed organization for an updated ALWA website.

8. Next Regular Meeting

The next regular meeting will be **February 10, 2015, 7:00 PM** at the Association's business office.

9. Adjournment

David Hoffmann adjourned the meeting **8:45 PM**.

Minutes prepared by Mark Freeman, secretary