

**First Mace Meadow Water Association Agenda,  
Board of Directors' Meeting January 9, 2025, at 4 p.m.  
First Mace Meadow Water Association Office  
22594 CA-88, Suite 21 Pioneer,  
CA 95666**

Directors: Jeff Brown, Renee Brown, Debbie Miller, Teresa Russo and Cindy Fondale

**I. Public Comment Period II.**

**II. Maintenance – Report**

- a.) Maintenance report.
- b.) Updates on upcoming projects.
- c.) Fence installation, D Fence payment
- d.) Any shut off notices?

**III. Financials**

- a.) Financial report – Michael Adams.
- b.) Delinquent accounts – Neal Thompson
- c.) Update on current Software replacing UBmax.
- d.) Unable to get assistance with the new software.
- e.) Training on the new software is needed.
- f.) Treasure report, Debbie
- g.)

**IV. Review Minutes of the Previous Meeting**

December 12, 2024 **Motion**

**to accept II-IV V.**

**Old Business?**

- a.) Estimate for Forest Knoll fence
- b.) Shed needed to protect the vehicles/equipment. – **carryover from last month**
- c.) Acquisition of property for nonpayment – **carryover from last month.**

## **VI. New Business**

a.) New Office updates.

a Flooring installation b Furniture acquired c Forwarding of old phone number to new phone number, how long.

d Sign for the front door e

Petty cash in office

b.) Security system

c.) Vacation time policy for employees (maintenance and office staff)

d.) Need (in case of your personal emergency) Name and phone numbers for board members, maintenance crew and office manager. These are for someone for us to contact in case of emergency i.e. wife, husband, girlfriend, boyfriend, son, daughter. You get the picture.