

**First Mace Meadow Water Association Agenda, Board of Directors' Meeting  
February 17, 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.) Any shut off notices?
- d.)

**III. Financials**

- a.) Financial report –
- b.) Delinquent accounts –
- c.) Update on current Software.
- d.) Update on transition from HR updates.
- e.) Evaluate the need to do:
  - a Database of customers
  - b Sending out shares with parcel numbers
- f.) Treasure report, Debbie
- g.) Office phone messages,
- h.) Maintenance staff's phones/ voice messages in case of emergency.
- i.) Emailing of contact information.

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

January 9, 2025

Motion to approve II-IV(maintenance, finance, and minutes).

**Old Business**

- a.) Shed needed to protect the vehicles/equipment. – **carryover from previous months**
- b.) Acquisition of property for nonpayment – **carryover from previous months.**
- c.) Security system for the office.
- d.) Sign for the front door.
- e.) Petty cash for the office

## **VI. New Business**

- a.) New Office updates.
  - a Phone forwarding in place?
  - b P.O. Box in place?
  - c Contact information to be emailed? Privacy.