

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
7:00 P.M. AT 103 Vista View Trail, Spicewood, TX
December 17, 2019

Meeting called to order at 7:02 p.m.

- ❖ Curtis Raetz, President
- ❖ Les Shroyer, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Jim Millard, Director
- ❖ Brent Taylor, SUS
- ❖ Harry Brunner, Member
- ❖ Roger Trejo, Member

1. Discuss and approve minutes of previous board meeting.
 - Motion to approve: Jim Millard, 2nd by Les Shroyer, all approved.
2. Open Discussion:
 - a) Project planning update for water tank(s) update.
 - All board members acknowledged receipt of the e-mail from Glenn Zoerner supporting the water tank project and his comments regarding cost, funding, potential partnerships, and location of tanks. Curtis Raetz replied acknowledging his e-mail and indicating that this project will require a lot of research, planning, and work before it is implemented, and all options will be considered.
 - Reviewed the DRAFT annual meeting presentation with particular focus on the Firefighting Tank(s) Project that is to be presented to the members at the annual meeting on January 18, 2020.
3. Operator's Report and discussion/update:
 - a) Everything is running well, no issues to report.
 - b) No quotes yet for the fences around the well shelters. Brent still has action to obtain these quotes.
4. Drought contingency monitoring:
 - a) Well #3 went from status yellow to green. All wells are now status green.
5. Financial and business operations review:
 - a) Signed checks for Taber & Burnet, SUS, and Forestar Group. Also received notices from Taber & Burnet regarding preparations for 2019 tax filing.

- b) Reviewed Bank Statements, Balance Sheet, and Profit & Loss. Company still doing financially well.
 - c) Reviewed director's and SUS end of month reports.
 - Discussed delinquent account. Letter will be sent indicating actions to be taken if the balance is not paid in full.
 - d) Reserve and operations account review and balance.
 - Decided to wait sixty days before moving money from operations account to reserve account due to potentially new projects costs.
 - New category in QuickBooks will be created for the water tank project if members agree to proceed with it.
6. 2019 year end and 2020 strategy & planning:
- a) 2020 budget
 - Discussed 2020 budget to be presented to members at annual meeting and came to consensus on numbers. Will review again in January after YTD actuals come in for 2019.
 - Discussed looking into putting some of the reserve money into higher interest earning instruments.
 - b) Annual meeting planning
 - Board members have action to review DRAFT annual meeting presentation again and provide Curtis with any corrections/inputs.
 - Discussed obtaining projector for annual meeting.
 - No guests at annual meeting are scheduled; water project presentations will likely take up most of the scheduled time.
 - c) Computing Assets Update
 - Purchased Windows based QuickBooks 2020 license from Intuit. Had previously used the QuickBooks software belonging to Jim Millard.
 - Curtis Raetz has DHCWSC Windows 7 laptop that is several years old that has been updated to Windows 10. It is cumbersome and slow now and there is a need to purchase a new Windows computer. Les Shroyer made a motion to authorize the purchase of a new Windows computer NTE \$2500, 2nd by Jim Millard.
 - d) Board of Directors ballot process
 - Currently have uncontested ballot for 3 open positions (Curtis Raetz - term expiring, Jim Millard - term expiring, and Dave Johnson - resigned). Harry Brunner and Roger Trejo will become directors with uncontested ballot resolution at annual meeting. Curtis Raetz will serve another term.
7. Member and public comments. None.
8. Other business properly brought before the meeting:
- a) Les Shroyer stated that at next board meeting all board members should re-initialize or sign the DHCWSC Conflict of Interest policy.

b) New board members are required to take the Texas Open Meetings Act class or present certificate of completion.

9. Action item review and next meeting date:

a) Curtis has action to register DHCWSC to have the right of eminent domain.

b) Curtis to write letter for delinquent account.

c) Les Shroyer to look for projector for annual meeting.

d) Next board meeting is scheduled for Tuesday, January 28, 2019, at 7:00 p.m.

10. Adjourned at 8:39 p.m.

❖ Motion to adjourn: Jim Millard, 2nd by Les Shroyer, all approved.