

CHOCTAW ELECTRIC COOPERATIVE
Regular Meeting of the Board of Trustees
Held in the Board Room of CEC in Hugo Oklahoma
October 30, 2018 - 9:00 am

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests a. Shawnda Cox Pomana	<i>Brent Franks</i>	
4.	Consent Items a. Approval of September 25, 2018 Board Minutes b. Authorization to Write off Uncollected Accounts for September 2017		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. Customer Service & Billing e. Member Services 2018 Annual Meeting Update	<i>Kooney Duncan</i>	
6.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register e. Budget Review f. Form 990 Review	<i>Tiffany Hempsted</i>	<i>For Review</i>
7.	Attorney's Report	<i>Frank Wolf</i>	
8.	CEO Report	<i>Kooney Duncan</i>	
9.	Executive Session Legal Matters, Contracts, Personnel		
10.	Action Items a. Choctaw Mountain Construction Project b. Hurst Foundation Construction Project c. Member Release d. Energy Camp e. Youth Tour f. Annual Meeting Venue g. OAEC Alternate		
11.	OAEC Report	<i>Joe Silk</i>	
12.	WFEC Report	<i>George Burns</i>	
13.	New Business		
14.	Adjournment		

CHOCTAW ELECTRIC COOPERATIVE, INC.
P. O. Box 758 – Hugo, Oklahoma 74743

Regular Meeting Minutes of the Board of Trustees

The regular meeting of the Board of Trustee of Choctaw Electric Cooperative (CEC) was held in the Board Room of the Cooperative in Hugo, Oklahoma on October 30, 2018.

1. Call to Order and Roll Call

The following Trustees were present:

Brent Franks, District G	Stacy Nichols, District C
Joe M. Silk, District B	Bill Woolsey, District D
Mike Brewer, District H	Perry Thompson, Jr. District E
George Burns, District A	Debbie Cody, District F
	Ken Autry, District I

There being a quorum present, President Brent Franks presided and called the meeting to order at 9:03 a.m.

Co-op Attorney, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: CEO Kooney Duncan, Chief Financial Officer, Tiffany Hempsted, Executive Assistant, Jennifer Boling, and Director of Public Relations, Jia Johnson.

2. Invocation and Pledge of Allegiance

Mr. Burns gave the invocation. President Brent Franks led the Pledge of Allegiance.

3. Introduction of Guests

Mr. Franks welcomed CEC members, Judy Bell, Misti Lytle and Shawnda Cox Pomana.

Two weeks prior to the board meeting Ms. Pomana submitted a request to address the board concerning Bylaws. Ms. Cox gave some background information about the group called “We Own It” and their campaign involvement in the Board of Trustee election that took place in September. She also informed the board that she is a “We Own It” participant her chosen project is Solar Energy and renewables in the community.

Ms. Pomana read a letter that was sent to the Board of Trustees and voiced her concerns to the board about the Bylaw Amendment election at the Annual Meeting.

4. Consent Items

A. Approval of September 25, 2018 Regular Board Meeting Minutes.

B. Authorization to Write-Off uncollected accounts for September 2017

Mr. Burns made a motion to approve the September 25, 2018 Regular Board Meeting minutes, and to Write-Off uncollected accounts for September 2017. The motion was seconded by Mrs. Cody. The motion was affirmatively voted upon by all. The Motion carried.

5. Department Reports

Before Mr. Duncan gave the Department Reports he asked for a motion to move;

Action Items

d. Energy Camp

e. Youth Tour

under MRPR Reports. Mr. Autry made a motion to move these Action Items under the MRPR Report section. The motion was seconded by Mr. Silk. The motion was affirmatively voted upon by all.

The following Department reports were given by Choctaw Electric Cooperative CEO and General Manager, Kooney Duncan:

A. Service and Construction

- Working on projects for Choctaw Nation
- Working on regulator controls in the field.
- Three-phase underground feeder complete at Hochatown sub.
- Pole change out at Sub 24 Feeder 1 Frogville
- East and west service crews worked 302 cases
- East and west construction crews complete a total of 50 cases.
- Bid solicitation were sent for Timber Creek Trails Phase VII and Pine Lake Resort Development projects in Hochatown.
- ODOT Bridge project at Black Sulphur Canyon
- A total of 53 staking appointments and 28 jobs released for construction.

B. Right of Way and Service Quality

- CEC Right-of-Way crews cleared 2.81 miles on Frogville Sub, Feeder 1 and 15.31 miles on Feeder 2.
- Contract crews continue to work on Rattan Sub Feeder 1. Progress was slowed due to equipment breakdown.
- Contract crews working on Haworth Sub Feeder 1 have completed cutting 15.59 and Sub Feeder 5.42 miles for a total of 21.01 for the month.

C. Safety and Technical Operations

- Bucket Rescue and Pole Top rescue took place at Safety meeting. This is an OSHA annual safety training requirement.
- Fiber being installed at Mt. River Substation
- Large power reading and reports.
- 94,890 miles driven in October and 557,260 for the calendar year, 1 accident, no lost time.

D. Customer Service and Billing

- A total of 4,711 Active Smarthub accounts.
- 1,699 paperless accounts
- 4,020 incoming calls taken. Daily averages calls were 201.

E. Member Services

Jia Johnson, Director of Public Relations gave a breakdown of the Annual Meeting expenses. Total savings of \$20,000 this year. Total cost included ballot mailings.

Members were asked to complete a short survey this year to give the board and management an idea how to plan a more cost effective and valuable Annual Meeting. Overall surveys were positive and informative and will be used to help plan the 2019 Annual Meeting. The board discussed the benefit of the surveys and information received from our members. Including surveys in the election packets next year was discussed in addition to being available at the Annual Meeting and each office.

Energy Camp and Youth Tour action items were then brought to the table to act on.

d. Energy Camp

e. Youth Tour

Mr. Woolsey made a motion to send 3 students to the 2019 Energy Camp and 3 students to the 2019 Youth Tour. The motion was seconded by Mr. Brewer. The motion was affirmatively voted upon by all. The Motion carried.

6. Financial Report

Form 7, WFECC Power Bill

Tiffany Hempsted gave the September 2018 Financial Presentation.

- The Form 7
 - YTD Revenue \$35,339,995
 - YTD Cost of Power \$20,539,395
 - YTD Cost of Electric Service \$32,081,176
 - YTD Patronage Capital and Operating Margins \$3,258,819
 - YTD Net Margins \$3,854,088
 - September Revenue from Electric Sales \$4,140,111
- WFECC Cost of Power
 - September kWh Purchased 39,382,725
 - September Power Cost \$2,057,909
 - September Average Cost per kWh \$0.0523
 - Number of Active Services 18,761
 - Revenue/kWh sold (Avg.) \$0.094404
 - Cost of Power/kWh Purchased (Avg.) \$0.052254
- CEC YTD Equity Ratio 49.4%

The Form 990 was included in the Board Report for review.

7. Attorney's Report

Mr. Wolf advised the Board he had nothing to discuss.

8. CEO Report

Current Activities

- CFC Key performance indicators were reviewed at the WFEC Committee Meeting.
- At the OAEC Managers meeting a cooperative unified process for pole attachments was discussed.
- Attended a class that focused on Analytical Data to identify sources in the field and how to breakdown our system to determine line loss and system loading on transformers.
- Staff is working on the 2019 projections for the CEC Large Power Contracts.
- Continuing to review 2018 kWh usage and the impact on Wholesale Power Cost.
- Hugo Maintenance crews resumed changing out poles.
- Idabel crew is working to change out bad poles off Hwy 259 in the Hochatown area. These structures are located on the side of a ravine making this a challenge to the crews.
- New Billing cycle due dates will take effect with November billing, with December due dates. The new due dates will help eliminate confusion with members in addition to saving \$1,200.00 per month in postage.

9. Executive Session

President Brent Franks announced the board would convene in Executive Session to discuss personnel, legal matters, and contracts.

At 10:50 am, Mr. Woolsey made a motion to enter executive session. The motion was seconded by Mr. Thompson. The motion carried.

At 12:06 pm, Mr. Autry made a motion to exit executive session. The motion was seconded by Mr. Burns. The motion carried.

The meeting was reconvened in regular session.

10. Action Items

a. Choctaw Mountain Construction Project

Mr. Burns made a motion to award the Choctaw Mountain Construction project bid to Brad Garrett Construction. The motion was seconded by Mr. Woolsey. The motion was affirmatively voted upon by all. The Motion carried.

b. Hurst Foundation Construction Project

Mr. Nichols made a motion to award the Hurst Foundation Construction project bid to Brad Garrett Construction. The motion was seconded by Mrs. Cody. The motion was affirmatively voted upon

by all. The Motion carried.

c. Member Release

Mr. Autry made a motion to release service based upon the location and cost of new service. The motion was seconded by Mr. Nichols. The motion was affirmatively voted upon by all. The motion carried.

d. Energy Camp

Action was taken on Energy Camp during the MRPR Department Report as per the motion made.

e. Youth Tour

Action was taken on Youth Tour during the MRPR Department Report as per the motion made.

f. 2019 Annual Meeting Venue

Mr. Autry made a motion the 2019 Annual Meeting be held in Hugo. The motion was seconded by Mr. Silk.

Upon the motion being made discussion followed.

Mr. Autry moved to amend his motion the 2019 Annual Meeting be held in Hugo and rotate yearly between Idabel and Hugo. The motion was seconded by Mr. Silk. The motion was affirmatively voted upon by all. The motion carried.

g. OAEC Alternate

Mr. Autry made a motion to designate Mr. Duncan as the OAEC alternate in Mr. Silk's absence. The motion was seconded by Mrs. Cody. The motion was affirmatively voted upon by all. The Motion carried

11. OAEC Report

Mr. Silk gave a brief OAEC Report.

12. WFEC Report

Mr. Burns gave a brief WFEC report.

13. New Business

Mr. Autry briefly discussed some issues and ideas concerning;

- CEC newsletter
- Broadband
- NRECA
- Clayton payment kiosks
- Electric vehicle charging stations

The board determined that these items will be discussed at future board meetings or a Strategic Planning meeting.

14. Adjourn

At 12:35 pm Mr. Woolsey made a motion to adjourn. Mr. Burns seconded the motion. The motion was affirmatively voted upon by all. The motion carried.

Board Expenses Reported October 1, 2018 to October 30, 2018

Mike Brewer	\$550.00
George Burns	\$65.40
Joe Silk	\$1,920.03
Bill Woolsey	\$582.70
Ken Autry	\$927.95
Stacy Nichols	\$635.02
Brent Franks	\$1,113.40
Deborah Cody	\$571.80
Perry Thompson, Jr.	\$558.18



President



Secretary/Treasurer



Date



Date