

CHOCTAW ELECTRIC COOPERATIVE
 Regular Meeting of the Board of Trustees to be held in the Board Room of CEC
 1033 N. 4250 Rd, - Hugo, OK 74743
 January 28, 2020 - 9:00 am
AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval of December 31, 2019 Board Minutes b. Authorization to Write off Uncollected Accounts for December 2018		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	A. Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<i>Tiffany Hempsted</i>	<i>For Review</i>
7.	Attorney's Report	<i>Frank Wolf</i>	
8.	CEO Report a. Broadband Feasibility Study	<i>Kooney Duncan</i>	
9.	Executive Session Personnel, Contracts, Legal Matters		
10.	Action Items a. Facilities Line Upgrade for Power Quality Improvement b. Housing Authority c. Member Bylaw/Advisory Committee d. Board Meeting at Forest Heritage Center e. OAEC "Out o the Gate" Legislative Reception f. NRECA Annual Meeting, New Orleans	<i>Jake Johnson</i>	
11.	WFEC Report	<i>George Burns</i>	
12.	Other Business		
13.	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 trustees of Choctaw Electric Cooperative (CEC) was held in the board room of the cooperative in Hugo, Oklahoma on January 28, 2020.

1. Call to Order and Roll Call

The following trustees were present:

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

There being a quorum, President Brent Franks presided and called the meeting to order at 9:01 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, Jennifer Boling, Executive Assistant, Rickey Bowen, Information System Administrator, Jacob Johnson, Distribution Engineer.

2. Invocation and Pledge of Allegiance

President Franks gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of December 31, 2019 Regular Board Meeting Minutes.**
- b. **Authorization to Write-Off uncollected accounts for December 2018.**

Motion by Mr. Burns
Seconded by Mrs. Cody

To approve the December 31, 2019 Regular Board Meeting minutes, and to approve Write-Off uncollected accounts for December 2018 totaling \$4,519.91.
Consent items were approved without discussion. The Motion carried.

5. Department Reports

Department reports were given by Mr. Duncan.

Choctaw Electric ended the year well. Cases and projects are ongoing even though rain is hampering some areas.

A. Service and Construction

- Preventive maintenance is taking place throughout the system
- McCleod Prison Farm Upgrade Project
- East and west construction crews completed 28 jobs
- Maintenance crew completed 21 jobs
- Service crews completed 405 cases
- Line conversion project in progress at Camp Ranch Road
- Hochatown development in progress.
- 62 staking appointments system wide, 38 jobs staked, and 42 jobs released for construction.
- Staking in progress for a 17-lot development north of Hochatown
- Glover River development in preliminary stages.

B. Right of Way and Service Quality

- Crews have moved to the Nashoba sub feeder 3 going east.
- Choctaw Electric Right-of-Way crews completed 187.1 miles of line in 2019.
- Contract crews completed the Darwin sub on the Atoka/Pushmataha County line tap clearing 13.8 miles and have begun clearing Darwin feeder 4.

C. Safety and Fleet

- In-house safety training for all crews
- Fleet maintenance; in-house and field service calls, repairs and inspections.
- 1 lost time accident - December
- 879,400.00 miles driven YTD

D. IT System Report

- Monthly IT assessment
- OMS training complete
- Substation communications testing.

E. Customer Service and Billing

- 3,873 incoming calls, daily average of 194, average call wait time is 13 seconds.
- YTD kiosk payments \$229,406.28
- 2,024 members use paperless billing
- 5,304 Smarthub users
- 786 prepaid billing accounts
- 4,308 total office transaction made for Hugo, Idabel and Antlers

F. Member Services

- Member Services department participated in several school and community events and projects.
- Media meetings to develop a media/communication plan for Choctaw Electric

Cooperative.

- Contractor for Storm Shelter has given cooperative members a \$50 discount on the storm shelter price.
- Member Services staff continuing planning and celebrating CEC 80th Anniversary.

6. Financial Report

Tiffany Hempsted gave the December 2019 Financial Information, Sales and Power Statistics. Mrs. Hempsted informed the board the financial report is subject to change due to incomplete year end closing.

- Form 7 Summary Level December:
 - Revenue \$3,741,935
 - Cost of Power \$2,345,558
 - Total Cost of Electric Service \$3,643,345
- Form 7 Summary Level YTD
 - Revenue \$46,735,584
 - Cost of Power \$27,533,425
 - Total Cost of Electric Service \$42,847,630
- Form 7 YTD Expenses:
 - Operations and Maintenance \$5,294,493
 - Depreciation \$3,781,311
 - Interest \$2,130,983
- Form 7 YTD Capital and Margins:
 - Operating Margins \$3,887,93
 - Net Margins \$5,129,744
- December Revenue from Electric Sales \$3,853,227
- Average Rolling Line Loss for December 5.78%
- WFEC December Average Cost of Power per kWh \$0.0549 compared to December 2018 per kWh 0.0574.
- Total Active Services in December 2019, 19,153

7. Attorney's Report

Mr. Wolf continuing to work through Estate Capital Credit applications.

8. CEO Report

Mr. Duncan reported on meetings he and others attended throughout the month in addition to updates on various cooperative activities, trainings, contracts, and projects.

Mr. Duncan was invited to be the guest speaker at the Hugo Rotary Club. He spoke about the progress the cooperative has made and goals for the future.

- OAEC managers meeting and OAEC board meeting
- Staff working to prepare material for the Choctaw Electric Advisory Committee.
- NISC onsite training and evaluation of Choctaw Electric's Outage Management System
- Staff met with Conexon and Pine Telephone concerning broadband

- Cooperative staff, OAEC staff and the Lt. Governor’s office met at the Forest Heritage Center to view the LED Lightening project that will be highlighted in the March Oklahoma Living Magazine.

9. Executive Session

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

Motion by Mr. Thompson at 9:52 a.m.

Seconded by Mrs. Cody To enter Executive Session. The motion carried.

Motion by Mr. Silk at 11:45 a.m.

Seconded by Mr. Woolsey To reconvene in regular session. The motion carried

The meeting reconvened in regular session.

10. Action Items

a. Facilities Line Upgrade for Power Quality Improvement

Motion by Mr. Woolsey

Seconded by Mrs. Cody

To approve Line Upgrade Project, to increase capacity on Broken Bow Feeder 3 and allow CEC staff to solicit bids and accept the lowest bid for construction of the project and final review by the board prior to closing the project.

The motion was approved without discussion. Motion carried.

b. Housing Authority

Britni White, Executive Director of the Housing Authority of Choctaw Electric was present for this agenda item. Ms. White answered questions concerning the housing insurance, housing authority commissioner’s area representation and their bylaws.

There is a vacancy on the board of the Housing Authority. It is the responsibility of Choctaw Electric Cooperative to appoint an individual for that position.

Ms. White requested the board reappoint each of the Commissioners currently serving on the board of the Housing Authority; Curtis Rose, Larry Brown, Britni Hudson and Bryant Rickman.

Motion by Mr. Autry

Seconded by Mr. Nichols

To approve the reappointment of the Commissioners currently serving on the board of the Housing Authority of Choctaw Electric.

The motion was approved without discussion. Motion carried.

c. Member Advisory Committee

Motion by Mr. Brewer

Seconded by Mr. Woolsey

To move forward with the Choctaw Electric Member Advisory Committee and pay mileage to committee members for meeting attendance.

The motion was approved without discussion. Motion carried.

Mr. Nichols and Mr. Franks volunteered to represent the board at the Member Advisory Committee Meetings

d. Board Meeting at Forest Heritage Center

Motion by Mrs. Cody

Seconded by Mr. Silk

To approve the March 31st regular board meeting be held at the Forest Heritage Center in Broken Bow and view the lighting upgrade.

The motion was approved without discussion. The motion carried.

e. OAEC “Out of the Gate” Legislative Reception

Motion by Mr. Autry

Seconded by Mr. Woolsey

To approve Mr. Franks attendance at the Legislative Reception and OAEC board meeting in Oklahoma City.

The motion was approved without discussion. The motion carried.

f. NRECA Annual Meeting, New Orleans

Motion by Mr. Woolsey

Seconded by Mr. Nichols

To approve Mr. Burns 2-day training and Mr. Franks, Mr. Autry and Mr. Silk attendance at the Annual Meeting if they are willing to attend. Confirmation of attendance at the February meeting.

The motion approved without discussion. Motion carried.

11. WFEC Report

Mr. Burns gave reports on WFEC renewable generation and fuel base.

12. Other Business

a. Mr. Burns requested the credit card statement be reviewed at the February board

meeting

b. Mr. Franks reviewed the Annual Board Meeting calendar

c. NRTC Voting Delegate

Motion by Mr. Burns
Seconded by Mr. Woolsey

To approve Brent Franks as the NRTC Voting Delegate at the NRECA Annual Meeting and Ken Autry as the Alternate Voting Delegate.
The motion approved without discussion. Motion carried.

d. CFC Voting Delegate

Motion by Mr. Brewer
Seconded by Mrs. Cody

To approve Brent Franks as the CFC Voting Delegate at the NRECA Annual Meeting and Ken Autry as the Alternate Voting Delegate.
The motion approved without discussion. Motion carried

13. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Burns and seconded by Mr. Brewer the meeting was adjourned at 12:20 p.m.

Board Expenses Reported January 1, 2020 through January 31, 2020

Mike Brewer	\$550.00
George Burns	\$619.00
Joe Silk	\$878.30
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$584.50
Deborah Cody	\$568.40
Perry Thompson	\$558.63



President

2-25-20

Date



Secretary/Treasurer

2-25-20

Date

CHOCTAW ELECTRIC COOPERATIVE
Regular Meeting of the Board of Trustees to be held in the Board Room of CEC
1033 N. 4250 Rd, - Hugo, OK 74743
February 25, 2020 - 9:00 am
AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval of January 28, 2020 Board Minutes b. Authorization to Write off Uncollected Accounts for January 2019		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	A. Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<i>Tiffany Hempsted</i>	<i>For Review</i>
7.	Quality Management Report a. Credit Card Account Review	<i>Kooney Duncan Tiffany Hempsted</i>	<i>For Review</i>
8.	Attorney's Report	<i>Frank Wolf</i>	
9.	CEO Report a. Advisory Committee Update b. 2020 District Meetings	<i>Kooney Duncan</i>	
10.	Executive Session Personnel, Contracts, Legal Matters		
11.	Action Items a. Raymond James Financial Review b. Work Order Amendment – Camp Ranch Road c. CRC Voting Delegate d. OAEC Legislative Day e. OAEC Annual Meeting	<i>Craven Green</i>	
12.	OAEC Report	<i>Joe Silk</i>	
13.	WFEC Report	<i>George Burns</i>	
14.	Other Business		
15.	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 trustees of Choctaw Electric Cooperative was held in the board room of the cooperative in Hugo, Oklahoma on February 25, 2020.

1. Call to Order and Roll Call

The following trustees were present:

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

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, and Jennifer Boling, Executive Assistant.

2. Invocation and Pledge of Allegiance

Upon call from President Franks George Burns gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

a. Approval of January 28, 2020 Regular Board Meeting Minutes.

b. Authorization to Write-Off uncollected accounts for January 2019.

Motion by Mr. Burns
Seconded by Mrs. Cody

To approve the January 28, 2020 Regular Board Meeting minutes, and to approve Write-Off uncollected accounts for January 2019 totaling \$5,198.24.
Consent items were approved without discussion. The Motion carried.

5. Department Reports

Department reports were given by Mr. Duncan.

Rain is slowing down some right-of-way and construction projects.

A. Service and Construction

- Finalizing work on the Camp Ranch Road project in Hochatown
- ODOT bridge project
- East and west construction crews completed 28 jobs
- Maintenance crew completed 7 jobs
- Service crews completed 320 cases
- 89 staking appointments system wide, 49 jobs staked, and 53 jobs released for construction.
- A 19-lot development in Hochatown under construction
- A 17-lot development north of Hochatown is in the preliminary stages.

B. Right of Way and Service Quality

- Crews continuing work in the Nashoba area. 15.07 miles cleared
- Contract crews completed the Darwin sub feeder 4. Clearing 14.95 miles in addition to hotspot work along the 3-phase from Darwin to Farris.

C. Safety and Fleet

- Safety training with OAEC
- 59,410 miles driven YTD 2020

D. IT System Report

- Monthly IT assessment
- Electronic staking sheet project
- Continuing work on OMS

E. Customer Service and Billing

- 3,807 incoming calls, daily average of 173, average call wait time is 10 seconds
- YTD kiosk payments \$23,392.89
- 2,046 members use paperless billing
- 5,357 Smarthub users
- 781 prepaid billing accounts
- 4,552 total office transaction made for Hugo, Idabel and Antlers

F. Member Services

- Member Services department participated in several school and community events and projects.
- 5 storm shelters scheduled for installation.
- Scheduling health and wellness visits at each office.
- Planning Member Appreciation days scheduled for April.

6. Financial Report

Tiffany Hempsted gave the January 2020 Financial Information, Sales and Power Statistics.

- Form 7 Summary Level January:
 - Revenue \$4,088,617
 - Cost of Power 2,473,954
 - Total Cost of Electric Service \$3,627,069
- Form 7 YTD Expenses:
 - Operations and Maintenance \$362,254
 - Depreciation \$315,484
 - Interest \$175,007
- Form 7 YTD Capital and Margins:
 - Operating Margins \$461,549
 - Net Margins \$463,417
- January Revenue from Electric Sales \$4,048,235
- Average Rolling Line Loss for January 6.44%
- WFEC January 2020 Average Cost of Power per kWh \$0.0557.
- Total Active Services in January 2020, 19,159
- Operating TIER 2.91% and DSC 2.13%

7. **Quality Management Report**

a. **Credit Card Account Review**

Mr. Duncan advised the board of the credit card process and the procedure for making approved purchases.

8. **Attorney's Report**

Mr. Wolf advised the board he did not have anything to report at this meeting.

9. **CEO Report**

Mr. Duncan was invited to be the guest speaker at the Antlers Rotary Club meeting. The cooperative's progress and goals for the future was discussed. Mr. Duncan also gave a presentation on work Readiness for local Youth Build students.

- OAEC Out of the Gate Reception. Attended by 71 legislatures and all 3 Corporation Commissioners.
- OAEC Board Meeting. Lt. Governor Matt Pinnell gave an Oklahoma update.

a. **Advisory Committee Update**

The first Choctaw Electric Cooperative Advisory Committee meeting was held February 13th. Committee members were provided information about how the cooperative operates and a brief history of Choctaw Electric. Committee members were advised of the programs and services available through Choctaw Electric. Mr. Nichols and Mr. Franks discussed some of the challenges the board has had to overcome and how management and staff have met the goals given to them by the board of trustees.

There was questions and conversation between board members and Mr. Duncan. Committee members provided honest feedback and responses. The committee was encouraged to

communicate with the cooperative, and their board members.

b. District Meetings

Mr. Duncan encouraged the board to think about dates if they plan on having meetings in their district to communicate with their members.

Motion by Mr. Autry
Seconded by Mr. Silk

To hear the Raymond James Financial Review. The motion was approved without discussion.
The motion carried.

a. Raymond James Financial Review

Craven Green, Investment Executive and George Wolfe, Financial Advisor gave the Raymond James Investments Financial review.

Motion by Mr. Woolsey
Seconded by Mrs. Cody

To approve the Raymond James Financial review, given by Mr. Green and Mr. Wolf. The motion was approved without discussion. The motion carried.

10. Executive Session

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

Motion by Mr. Thompson at 10:38 a.m.
Seconded by Mr. Burns To enter Executive Session. The motion carried.

Motion by Mr. Autry at 11:30 a.m.
Seconded by Mr. Silk To reconvene in regular session. The motion carried

The meeting reconvened in regular session.

11. Action Items

a. Raymond James Financial Review

The financial review was heard prior to Executive Session per the motion by Mr. Autry.

b. Work Order Amendment – Camp Ranch Road

Motion by Mr. Brewer
Seconded by Mr. Autry

To approve the revision to Camp Ranch Road 3-Phase Conversion project.
The motion was approved without discussion. Motion carried.

c. CRC Voting Delegate

Motion by Mr. Brewer

Seconded by Mr. Autry

To approve Brent Franks as the CRC voting Delegate at the NRECA Annual Meeting. The motion was approved without discussion. Motion carried.

Motion by Mr. Brewer

Seconded by Mrs. Cody

To approve Kooney Duncan as the CRC alternate Voting Delegate at the NRECA Annual Meeting. The motion was approved without discussion. The motion carried.

d. OAEC Legislative Day

Motion by Mr. Autry

Seconded by Mr. Woolsey

To approve Mr. Franks, Mr. Silk and Mr. Burns attendance at the OAEC Legislative Day at the capital in Oklahoma City. The motion was approved without discussion. The motion carried.

e. OAEC Annual Meeting

Motion by Mr. Brewer

Seconded by Mrs. Cody

To approve Mr. Franks, Mr. Silk and Mr. Autry attendance at the OAEC Annual meeting in Norman. The motion was approved without discussion. The motion carried.

12. OAEC Report

The OAEC report was given by Mr. Silk. He advised the board of upcoming legislative items that are being tracked.

13. WFEC Report

Mr. Burns gave reports on WFEC Skeleton Creek project, a combined wind, solar and energy storage project.

14. Other Business

- a. Mr. Burns announced his intent to resign as a board member for Choctaw Electric Cooperative and as the WFEC representative for Choctaw Electric. Mr. Burns will be running for District 5 Oklahoma State Senate. March 31st will be his last board meeting

as a Choctaw Electric Cooperative Trustee.

- b. Mr. Autry, Mr. Brewer and Mr. Thompson, judges for the Washington D. C. Youth Tour competition were reminded of date and time of the interviews.
- c. Mr. Brewer addressed the board concerning the bylaws. It was suggested the board review the current bylaws.

15. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Autry and seconded by Mrs. Cody the meeting was adjourned at 11:59 am.

Board Expenses Reported February 1, 2020 through February 25, 2020

Mike Brewer	\$550.00
George Burns	\$619.00
Joe Silk	\$1,181.17
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$824.00
Deborah Cody	\$559.20
Perry Thompson, Jr.	\$558.63



President

3-31-2020

Date



Secretary/Treasurer

3-31-2020

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees to be held in the Training Room.

1033 N 4250 Rd – Hugo, OK 74743

March 31, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items <ul style="list-style-type: none"> a. Approval of February 25, 2020 Board Minutes b. Authorization to Write off Uncollected Accounts for February 2019 		<i>Action Action</i>
5.	Department Reports <ul style="list-style-type: none"> a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services 	<i>Kooney Duncan</i>	
6.	A. Financial Reports <ul style="list-style-type: none"> a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register 	<i>Tiffany Hempsted</i>	<i>For Review</i>
8.	Attorney's Report	<i>Frank Wolf</i>	
9.	CEO Report	<i>Kooney Duncan</i>	
10.	Executive Session Personnel, Contracts, Legal Matters		
11.	Action Items <ul style="list-style-type: none"> a. Vehicle purchases b. Line maintenance & Construction 2020 Fiscal Year c. Right-of-Way Phase 3 Closeout - Darwin d. CEO Contract e. WFEC Board Representative Amendment f. Board Member Resignation 		
13.	WFEC Report	<i>George Burns</i>	
14.	Other Business		
15.	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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on March 31, 2020.

1. Call to Order and Roll Call

The following trustees were present:

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

Mr. Burns and Mrs. Cody attended the meeting via teleconference.

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, via teleconference, and Jennifer Boling, Executive Assistant.

2. Invocation and Pledge of Allegiance

Upon call from President Franks, Stacy Nichols gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. Approval of February 25, 2020 Regular Board Meeting Minutes.**
- b. Authorization to Write-Off uncollected accounts for February 2019.**

Motion by Mr. Autry
Seconded by Mr. Woolsey

To approve the February 25, 2020 Regular Board Meeting minutes, and to approve Write-Off uncollected accounts for February 2019 totaling \$3,094.35.

Consent items were approved without discussion. The Motion carried.

5. Department Reports

Department reports were submitted to the board prior to the meeting for review. Mr. Duncan

gave a brief report of current department activities. The board was given an update on Choctaw Electric's preparedness and plan of action to ensure there is no interruption in service to our members amid the Covid-19 pandemic.

6. Financial Report

The Financial Report was submitted to the board prior to the board meeting for review. Mr. Duncan gave a brief summary of the February 2020 financials.

7. Attorney's Report

Mr. Wolf advised the board he did not have anything to report at this meeting.

8. CEO Report

Mr. Duncan reported on cancellations of some upcoming meetings. He participated in conference calls with OAEC, Oklahoma electric cooperative managers and the Corporation Commission concerning the COVID-19 Pandemic .

Bolinger, Segars, Gilbert and Moss, L.L.P were onsite conducting the annual audit. The 2019 audit will be presented to the board at the April board meeting.

9. Executive Session

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

Motion by Mr. Nichols at 9:30 a.m.

Seconded by Mr. Thompson To enter Executive Session. The motion carried.

Motion by Mr. Autry at 11:47 a.m.

Seconded by Mr. Thompson To reconvene in regular session. The motion carried

The meeting reconvened in regular session.

10. Action Items

a. Vehicle Purchases

Motion by Mr. Nichols

Seconded by Mr. Silk

To approve the purchase of a 2020 4-door Ford Explorer and a Ford F-350 1-ton 4 x 4 crew cab diesel from Ed Wallace Ford in Hugo, Oklahoma based upon the bid received from the dealership. The motion was approved without discussion. Motion carried.

b. Line Maintenance and Construction 2020 Fiscal Year

Motion by Mrs. Cody

Seconded by Mr. Woolsey

To approve Brad Garrett Construction, LLC for Line Maintenance and Construction 2020

Fiscal Year based on the bid received from the contractor. The motion was approved without discussion. Motion carried.

c. Right of Way Phase-3 Closeout - Darwin

Motion by Mr. Nichols
Seconded by Mr. Brewer

To approve the final Right of Way Phase-3 Closeout – Darwin. The motion was approved without discussion. Motion carried.

d. CEO Contract

Motion by Mr. Brewer
Seconded by Mr. Woolsey

To approve Mr. Duncan’s CEO Contract. The motion was approved without discussion. Motion carried.

Change in Agenda Item Order

Motion by Mr. Thompson
Seconded by Mr. Nichols

To hear Action Item f, Board Member Resignation prior to Action Item e, WFEC Board Representative Amendment. The motion was approved without discussion. Motion carried.

f. Board Member Resignation

Motion by Mr. Autry
Seconded by Mr. Nichols

To approve the resignation of George Burns as a Choctaw Electric Board of Trustees. Mr. Burns will be running for District 5 Oklahoma State Senate. The motion was approved without discussion. Motion carried.

e. WFEC Board Representative Amendment

Action item moved as per motion.

Motion by Mr. Autry
Seconded by Mr. Brewer

To approve Mr. Duncan to serve as WFEC Board representative for Choctaw Electric Cooperative until elections take place after the Annual Meeting in September 2020. The motion was approved without discussion. Motion carried

g. Policy Waiver

Motion by Mr. Autry
Seconded by Mr. Thompson

Due to circumstances caused by the Corona Virus, waive, for the rest of the year, any

policy provisions which requires the board to take any action in less than 90 days. Excepting those policy time periods that are required by our bylaws, state or federal laws or regulations.

The motion was approved without discussion. Motion carried

h. Committee Appointments

Motion by Mr. Thompson

Seconded by Mr. Silk

To authorize the board president to appoint committees and the authority to appoint himself to those committees and fully participate in the appointed committees.

The motion was approved without discussion. Motion carried

i. Outside Counsel

Motion by Mr. Brewer

Seconded by Mr. Woolsey

To authorize the board president to retain outside counsel to handle a grievance report filed against a Choctaw Electric employee.

11. WFEC Report

Mr. Burns gave the WFEC Report.

12. Other Business

There was no business to discuss

13. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Woolsey and seconded by Mr. Nichols the meeting was adjourned at 11:59 am.

Board Expenses Reported March 1, 2020 through March 31, 2020

Mike Brewer	\$550.00
George Burns	\$700.00
Joe Silk	\$619.00
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$1,548.05
Deborah Cody	\$550.00
Perry Thompson, Jr.	\$558.63

Brent Franks

President

Mike B.

Secretary/Treasurer

4-28-20

Date

4/28/20

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees to be held in the Training Room.

1033 N 4250 Rd – Hugo, OK 74743

April 28, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval of March 31, 2020 Board Minutes b. Approval of April 13, 2020 Special Board Minutes c. Authorization to Write off Uncollected Accounts for March 2019		<i>Action Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	A. Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<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 Personnel, Contracts, Legal Matters		
10.	Action Items a. 2019 Audit Review b. Approval of Housing Authority Board Member		
11.	OAEC Report	<i>Joe Silk</i>	
12.	WFEC Report	<i>Kooney Duncan</i>	
13.	Other 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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on April 28, 2020.

1. Call to Order and Roll Call

The following trustees were present:

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

There being a quorum, President Brent Franks presided and called the meeting to order at 9:01 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, via teleconference, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Bill Wolsey gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of March 31, 2020 Regular Board Meeting Minutes**
- b. **Approval of April 13, 2020 Special Board Meeting Minutes**
- c. **Authorization to Write of Uncollected Accounts for March 2019**

Motion by Mrs. Cody
Seconded by Mr. Woolsey

To approve the March 31, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for March 2019.

Approved without discussion. The motion carried.

Motion by Mr. Thompson
Seconded by Mrs. Cody

To amend the April 13, 2020 Special Board Meeting Minutes. Minutes indicate the meeting being held April 10, 2020. April 13, 2020 is the correct date the special meeting was held.

Approved without discussion. The motion carried.

Minutes will be amended and approved at the May 26, 2020 regular board meeting.

5. Department Reports

Department reports were submitted to the board prior to the meeting for review. Mr. Duncan gave a brief report of current department activities. Choctaw Electric offices are fully staffed and continues working under the COVID-19 plan of action. Committee meeting updates and reviews take place one to two times each week.

Service and construction crews have begun working five, ten-hour days to catch up on construction and service orders. Wet conditions have caused some delays with contractor development and right of way projects.

Employee safety training continues through electronic means, safety bulletins, videos, and various safety blurbs.

Since Choctaw Electric's lobbies have been closed, members are utilizing the drive through's in Idabel and Hugo, and other means for making payments.

Member Services is assisting staking technicians, construction and service men by calling members prior to arrival reminding to adhere to social distancing for their safety and our employee's safety. The calls are being well received.

6. Financial Report

The Financial Report was submitted to the board prior to the board meeting for review. Mr. Duncan gave a brief summary of the March 2020 financials and reviewed the WFEC cost of power.

7. Attorney's Report

Mr. Wolf advised the board he did not have anything to report at this meeting.

8. CEO Report

Mr. Duncan participated in conference calls with OAEC and the Corporation Commission concerning the COVID-19 Pandemic. He gave updates on various cooperative activities, and meeting cancellations. Staff continues making plans for the 80th annual meeting.

9. Executive Session

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

Motion by Mr. Thompson at 9:30 a.m.

Seconded by Mr. Wolsey To enter Executive Session. The motion carried

Motion by Mr. Nichols at 10:29 a.m.

Seconded by Mr. Thompson To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. 2019 Audit Review

David Copeland, Bolinger, Segars, Gilbert and Moss, L.L.P. reviewed Choctaw Electric Cooperatives audit report via teleconference. Each board member had been given copies of the report prior to the meeting.

Motion by Mr. Autry

Seconded by Mr. Woolsey

To approve the 2019 Choctaw Electric Audit Report.

The motion was approved without discussion. Motion carried.

b. Approval of Housing Authority Board Member

Motion by Mr. Autry

Seconded by Mrs. Cody

To approve the Tenant Board Member for the Housing Authority of Choctaw Electric for a term of one year.

The motion was approved without discussion. Motion carried.

11. OAEC Report

A report was not given as the OAEC board meeting was cancelled due to the COVID-19 Pandemic.

12. WFEC Report

A brief report was given by Mr. Duncan.

13. Other Business

Mr. Autry had a couple of questions concerning the Antler Office lobby closing and the storm shelter program. Each question was answered to his satisfaction.


14. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Nichols and seconded by Mr. Brewer the meeting was adjourned at 11:12 a.m.

Board Expenses Reported for April 1, 2020 through April 28, 2020

Mike Brewer	\$600.00
Joe Silk	\$738.00
Bill Woolsey	\$669.00
Ken Autry	\$710.40
Stacy Nichols	\$779.40
Brent Franks	\$669.00
Debbie Cody	\$636.80
Perry Thompson, Jr.	\$617.24

 5-26-20
President

 5-26-20
Secretary/Treasurer

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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on May 26, 2020.

1. Call to Order and Roll Call

The following trustees were present:

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

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, via teleconference, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Joe Silk gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of April 28, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for April 2019**

Motion by Mr. Nichols
Seconded by Mrs. Cody

To approve the April 28, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for April 2019 in the amount of \$9,222.47.

Approved without discussion. The motion carried.

5. Department Reports

Department reports were submitted to the board prior to the meeting for review. Mr. Duncan gave a brief report of current department activities.

Choctaw Electric office lobbies are now open. We are monitoring Southeast Oklahoma COVID numbers daily. Staff meets weekly for updates and to review our plan of action.

Two storms in less than 10 days have kept service and construction crews busy replacing poles, repairing storm damage and service restoration throughout the service area in addition to keeping up with their normal daily duties. Rain has caused delays in new construction and right-of-way clearing.

Employee safety training continues through electronic means, safety bulletins, videos, and various safety blurbs.

Member Services staff assisted with meals and delivery to crews during storm outages. Staff continues planning the 80th Annual Meeting and has begun planning the Annual Report that will be published in September. Signage and "Keep your Distance" floor stickers have been placed in each office lobby along with hand sanitizers for members.

6. Financial Report

The Financial Report was submitted to the board prior to the board meeting for review. Mr. Duncan gave a brief summary of the April 2020 financials.

- April Total Cost of Electric Service \$3,073,842
- YTD Cost of Electric Service \$13,561,008
- April Revenue from Electric Sales \$3,430,791
- April Average Rolling Line Loss 5.91%
- WFEC Cost of Power April 2020 \$0.0584, April 2019 \$0.0615
- Active Services 19,232

7. Attorney's Report

Mr. Wolf advised the board he did not have anything to report at this meeting.

8. CEO Report

Mr. Duncan participated in conference calls with OAEC, the Corporation Commission. He attended the WFEC board meeting teleconference. During the meeting, the COVID-19 Pandemic was discussed and how it has affected WFEC and electric cooperatives throughout Oklahoma.

An updated 2020 budget is in the process and the 2021 budget is being worked on.

Mr. Duncan gave an assessment of the storm damage. The first storm, April 28, impacted our northern territory packing high winds and lightening, the second storm, May 8, pretty much covered our entire service territory. Contract crews helped with the repairs and restoration. Choctaw Electric lost approximately 100 poles.

9. Executive Session

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

Motion by Mr. Autry at 9:54 a.m.
Seconded by Mr. Thompson To enter Executive Session. The motion carried

Motion by Mr. Woolsey at 12.35 p.m.
Seconded by Mr. Silk To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Forest Brook Development – Construction WO #133741

Motion by Mr. Autry
Seconded by Mrs. Cody

To approve Brad Garrett Construction, LLC for the construction of the Forest Brook Development project based on their work estimates and labor bids.

The motion was approved without discussion. Motion carried.

b. Wilton Cross Development – Construction WO#135142

Motion by Mrs. Cody
Seconded by Mr. Thompson

To approve Brad Garrett Construction, LLC for the construction of the Wilton Cross Development project based on their work estimates and labor bids.

The motion was approved without discussion. Motion carried.

c. Sunrise Ridge Development – Construction WO #135203

Motion by Mrs. Cody
Seconded by Mr. Brewer

To approve Brad Garrett Construction, LLC for the construction of the Sunrise Ridge Development project based on their work estimates and labor bids.

The motion was approved without discussion. Motion carried.

d. 2021 Youth Tour

Motion by Mr. Woolsey
Seconded by Mrs. Cody

To approve the three 2020 CEC Youth Tour recipients to participate in the 2021 Washington D. C. Youth Tour.

The motion was approved without discussion. Motion carried.

11. WFEC Report

A brief report and update was given by Mr. Duncan.

12. Other Business

Mr. Silk announced his resignation as a board of trustee as he is moving out of the district, thus will not be allowed to complete his term according to Choctaw Electric Cooperative Bylaws.

13. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Silk and seconded by Mr. Autry the meeting was adjourned at 12:45 p.m.

Board Expenses Reported for May 1, 2020 through May 26, 2020

Mike Brewer	\$550.00
Joe Silk	\$619.00
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$584.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63



President



Secretary/Treasurer

6-30-20

Date

6/30/20

Date

CHOCTAW ELECTRIC COOPERATIVE
 Regular Meeting of the Board of Trustees to be held in the Training Room.
 1033 N 4250 Rd – Hugo, OK 74743
 May 26, 2020
AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval of April 28, 2020 Board Minutes b. Authorization to Write off Uncollected Accounts for April 2019		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	A. Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<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 Personnel, Contracts, Legal Matters		
10.	Action Items a. Forest Brook Development - Construction b. Wilton Cross Development - Construction c. Sunrise Ridge Phase 2 Development - Construction d. 2021 Youth Tour		
11.	WFEC Report	<i>Kooney Duncan</i>	
12.	Other Business		
13.	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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on June 30, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Bill Woolsey, District D	Debbie Cody, District F
Mike Brewer, District H	Perry Thompson, District E	Ken Autry, District I
Stacy Nichols, District C		

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, via teleconference, Jia Johnson, Director of Public Relations, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Bill Woolsey gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of May 26, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for May 2019**

Motion by Mrs. Cody
Seconded by Mr. Woolsey

To approve the May 26, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for May 2019 in the amount of \$5,535.29

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

- Crews are performing system maintenance
- Construction and Maintenance crews completed 33 cases

- Service crews completed 470 cases
- Construction crews completed 21 projects in addition to performing outage restoration
- 4 projects are under construction
- 84 staking appointments in June
- In-house Right of Way cleared 13.6 miles on Bethel Sub Feeder 1. Contract crews began clearing the Garvin Sub Feeder 3. Due to wet conditions and rain crews stopped work on this project.
- Customer Service had 5,180 calls and 1,053 service orders made.

At the conclusion of the department reports, Jia Johnson, Director of Public Relations gave an update on the 80th Annual Meeting Preparations.

6. Financial Report

Mr. Duncan gave a brief summary of the May 2020 financials.

- May Total Cost of Electric Service \$3,148,606
- YTD Cost of Electric Service \$16,709,614
- YTD Revenue \$18,892,007
- WPEC Cost of Power May 2020 \$0.0574, May 2019 \$0.0588
- Active Services May 2020, 19,283, May 2019 18,939

7. Attorney's Report

Mr. Wolf advised the board he did not have anything to report at this meeting.

8. CEO Report

Mr. Duncan gave a report on teleconference meetings he attended that included, WPEC, and OAEC.

Operations staff met and reviewed the construction and work order process. Refinements for these procedures are being considered.

Staff continues to meet weekly and evaluate the COVID – 19 plan of action.

Jennifer Boling, Executive Assistant gave a review of the storm shelter loan program.

9. Executive Session

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

Motion by Mr. Thompson at 10:12 am

Seconded by Mrs. Cody To enter Executive Session. The motion carried

Motion by Mr. Woolsey at 11:25 a.m.

Seconded by Mr. Autry To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. SBA Paycheck Protection

Because of the potential economic impact and uncertainty of the COVID – 19 pandemic, the board of trustees felt it was in the members best interest to apply and approve the SBA Paycheck Protection Program.

Motion by Mr. Nichols
Seconded by Mrs. Cody

To approve the SBA Paycheck Protection Program.

The motion was approved without discussion. Motion carried.

b. Pine Hill North Phase 2- WO #136882

Motion by Mrs. Cody
Seconded by Mr. Woolsey

To approve Pathfinder HDD, LLC for the construction of the Pine Hill North Phase 2 Development project based on their work estimates and labor bids.

The motion was approved without discussion. Motion carried.

c. Capital Credit Allocation Process

Past capital credits have been allocated based solely on kWh. Going forward the annual capital credit allocations will be spread first to Form 7 revenue classes based on the gross margin of each and then to the members of each revenue class by kWh sales.

WFEC Generation and Transmission capital credits will be spread to revenue class first based on power cost and then to each member of the revenue class based on kWh sales.

Motion by Mr. Brewer
Seconded by Mr. Autry

To approve the change in capital credit allocations to the Gross Margins Hybrid methodology that will be fair and equitable to members on the basis of patronage.

The motion was approved without discussion. Motion carried.

11. OAEC Report

Mr. Duncan reported on OAEC statewide teleconference meeting he attended.

-
- OAEC election of officers
- 2020 Virtual Energy Camp attended by 2 Choctaw Electric competition winners.
- COVID-19 impact on electric cooperatives

12. WFEC Report

Mr. Duncan gave a brief summary of the WFEC teleconference meeting he attended.

- Peak days for the 2020 summer peak season will be 3 hours in length from 4 – 7 pm.

13. Other Business

The office of Vice-President needed to be filled since Mr. Silk’s resignation in May.

Stacy Nichols was nominated for Vice President. As there were no other nominations the board of trustees unanimously elected Stacy Nichols to fill the office.

There being no further business to discuss in open session, President Franks announced the board would convene in Executive Session to discuss personnel, and legal matters.

Motion by Mrs. Cody at 1:20 pm

Seconded by Mr. Thompson To enter Executive Session. The motion carried

Motion by Mr. Woolsey at 2:35 pm

Seconded by Mr. Nichols To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

14. Adjournment

There being no further business to be discussed, upon a motion made by Mrs. Cody and seconded by Mr. Thompson the meeting was adjourned at 2:38 p.m.

Board Expenses Reported for June 1, 2020 through June 30, 2020

Mike Brewer	\$550.00
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$753.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63



President

7-28-20

Date



Secretary/Treasurer

7/28/20

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees to be held in the Training Room.

1033 N 4250 Rd – Hugo, OK 74743

9:00 am - July 28, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval of June 29, 2020 Board Minutes b. Authorization to Write off Uncollected Accounts for June 2019		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Fleet d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	A. Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<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 Personnel, Contracts, Legal Matters		
10.	Action Items a. Capital Credit General Retirement b. Above Ground Safe Rooms c. Truck Purchase		
11.	WFEC Report	<i>Kooney Duncan</i>	
12.	Other Business		
13.	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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on July 28, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Bill Woolsey, District D	Debbie Cody, District F
Mike Brewer, District H	Perry Thompson, District E	Ken Autry, District I
Stacy Nichols, District C		

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

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Tiffany Hempsted, CFO, via teleconference, Guy Dale, supervisor of Operations Support/Safety and Loss Control, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Stacy Nichols gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

President Franks introduced Jana Burris who is running for Board of Trustee District B.

4. Consent Items

- a. **Approval of June 29, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for June 2019**

Motion by Mrs. Cody
Seconded by Mr. Thompson

To approve the June 29, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for June 2019 in the amount of \$3,687.82.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

- Engineering has 10 ongoing road and bridge projects.

- East and west construction crews complete 52 projects
- East and west service crews completed 476 cases
- The staking department had 115 staking appointment in June.
 - 76 jobs staked
 - 63 jobs released for construction
- In-house right of way crews working on Bethel Sub clearing 11.5 miles
- Contract right of way crews worked on the Garvin Sub clearing 22 miles. An extra crew will be working in the Haworth area.
- IT department working on fiber projects
- Customer service had 3,999 incoming calls; 1,199 service orders made.
 - Paperless billing 2,134, prepaid billing 837, 5,635 smarthub users.
- Member services continues preparing for the 80th annual meeting
 - Compiling information for the 2019 Annual Report
 - Participated in community activities in the service area.

6. Financial Report

Mr. Duncan gave a brief summary of the June 2020 financials.

- Total cost of electricity \$3,570,397
- Expenses are below budget
- WFECC cost of power \$0.0568
- Number of active services 19,335
- 12-month average line loss is 5.28% for June

7. Attorney's Report

Mr. Wolf advised the board his report would be given during Executive Session

8. CEO Report

Operations staff are reviewing internal processes and material orders for upcoming developments for construction.

2019 Capital credit patronage allocations are in progress.

Operations staff continue the update for the work order process.

Staff continues to meet weekly and evaluate the COVID-19 plan of action.

Department staff are reviewing budgets for the new year.

9. Executive Session

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

Motion by Ken Autry at 9:57 am

Seconded by Stacy Nichols To enter Executive Session. The motion carried

Motion by Ken Autry at 12:40 p.m.

Seconded by Bill Woolsey To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Capital Credit General Retirement

Motion by Mike Brewer

Seconded by Bill Woolsey

To approve Choctaw Electric Capital Credit retirement for the year 1990 and WFEC's Capital Credit retirement for the years 1994 and 1995 to be paid to our members in August 2020.

The motion was approved without discussion. Motion carried.

b. Above Ground Safe Rooms

Motion by Mike Brewer

Seconded by Perry Thompson

To approve adding Above Ground Concrete and Steel Safe Room loans to the current Storm Shelter Loan Program for CEC members.

The motion was approved without discussion. Motion carried.

c. Truck Purchase

Motion by Bill Woolsey

Seconded by Debbie Cody

To continue researching truck replacement, review truck bids and specifications and present at the August board meeting.

The motion was approved without discussion. Motion carried.

11. WFEC Report

Mr. Duncan gave a brief summary of the WFEC Committee and board meeting.

12. Other Business

No other business to discuss.

13. Adjournment

There being no further business to be discussed, upon a motion made by Mr. Woolsey and seconded by Mr. Nichols. The meeting was adjourned at 12:51 p.m.

Board Expenses Reported for July 1 through July 28, 2020

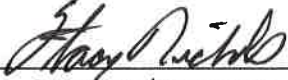
Mike Brewer	\$550.00
Bill Woolsey	\$584.00
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$584.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63



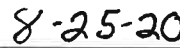
President



Date



Secretary/Treasurer
Vice-President



Date

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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on August 25, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G Bill Woolsey, District D Debbie Cody, District F
Stacy Nichols, District C Perry Thompson, Jr., District E Ken Autry, District I

Mike Brewer was absent.

There being a quorum, President Brent Franks presided and called the meeting to order at 9:20 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jia Johnson, director of Public Relations, Guy Dale, Supervisor of Operations Support/Safety and Loss Control, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Stacy Nichols gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of July 28, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for July 2019**

Motion by Ken Autry
Seconded by Debbie Cody

To approve the July 28, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for July 2019 in the amount of \$3,516.62

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

- Service crews completed 535 cases

- Cross-arm and amerducter changeout is nearly complete.
- The goal for right-of-way clearing is 700 miles cleared by the end of the year.
- The staking department had 129 staking appointments in July
 - 65 jobs staked
 - 75 jobs released for construction
- Monthly safety training continues through electronic means.
- Customer service and billing department reported 2,315 year to date kiosks payments made.

At the conclusion of Mr. Duncan's department reports Mrs. Johnson was called upon to give an annual meeting planning update.

6. Financial Report

Financial report was given by Mr. Duncan.

- Total cost of electric service in July was right at budget \$3,947,722
- Year to date revenue \$26,960,155
- Year to date department expenses were down
- WFEC July 2020 average cost of power per kWh \$0.0553
- 2020 Revenue/kWh sold \$0.09977, Retail cost of Power \$0.054212
- July 2020 active services 19,425, July 2019 active services 18,994. An increase of 431 actives services.
- Choctaw Electric debt decreased \$245,296

After the financial report was given Mr. Duncan provided information concerning refinancing loans at lower interest rates.

He also informed the board capital credit general retirement checks had been mailed to members.

7. Attorney's Report

Mr. Wolf advised the board he did not have a report to give.

8. CEO Report

Mr. Duncan attended the OAEC teleconference board meeting and the OAEC Managers virtual roundtable meeting.

Federal and State updates were given

NRECA Regional meeting will be virtual – October 12-16 – General session is October 14

RESAP inspections have been pushed back a year

The current status of COVID-19 was discussed

He attended a Zoom conference call with Congressman Mark Wayne Mullin and other cooperatives throughout Oklahoma and joined a Co-Bank virtual customer summit meeting.

The 2019 Annual Report is complete

Staff continues to review the ongoing COVID-19 Pandemic plan of action for Choctaw Electric.

9. Executive Session

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

Motion by Bill Woolsey at 10:15 am

Seconded by Perry Thompson, Jr.

To enter Executive Session. The motion carried

Motion by Debbie Cody at 11:12 a.m.

Seconded by Perry Thompson, Jr.

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Right-of-Way, Darwin Sub

Motion by Debbie Cody

Seconded by Bill Woolsey

To approve Texar Line Clearance for Darwin Substation Feeder 1, 104.8 miles and Feeder 2, 49.7 miles based on their submitted bid and allow Choctaw Electric Cooperative staff to execute all required documents and agreements.

The motion was approved without discussion. Motion carried.

b. Truck Purchase

Motion by Ken Autry

Seconded by Bill Woolsey

To approve purchasing a Peterbilt 348 from Rush Truck Centers based on bids received and the quality of the product and purchase a chassis swap of our existing digger from Superior Trailer based on bids received.

The motion was approved without discussion. Motion carried.

c. 2020 Annual Audit Engagement

Motion by Ken Autry

Seconded by Perry Thompson, Jr.

To approve the annual audit engagement from Bolinger, Segars, Gilbert and Moss, L.L.P. for the year ended December 31, 2020.

The motion was approved without discussion. Motion carried.

11. OAEC Report

Mr. Duncan gave the OAEC report during his CEO report.

12. WFEC Report

Mr. Duncan reported on various topics that were included in the WFEC report provided to each trustee prior to the meeting for review including:

- 5 peak days have been called.
- Policy review
- COVID 19 updates

13. Other Business

There was nothing to discuss.

14. Adjournment

There being no further business to be discussed, upon a motion made by Stacy Nichols and seconded by Bill Woolsey. The meeting was adjourned at 11:26 p.m.

Board Expenses Reported for August 1 through August 25, 2020

Mike Brewer	\$0
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$669.00
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63



President



Secretary/Treasurer

9/29-20

Date

9/29/20

Date

CHOCTAW ELECTRIC COOPERATIVE
Regular Meeting of the Board of Trustees to be held in the Training Room
1033 N 4250 Rd – Hugo, OK 74743
9:00 am – September 29, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Welcome Newly Elected Board Members	<i>Brent Franks</i>	
5.	Consent Items a. Approval August 25, 2020 Board Minutes b. Authorization to Write off August 2019 Uncollected Accounts		<i>Action Action</i>
6.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
7.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register e. Form 990 Review	<i>Kooney Duncan</i>	<i>For Review</i>
8.	Attorney's Report	<i>Frank Wolf</i>	
9.	CEO Report	<i>Kooney Duncan</i>	
10.	Executive Session Personnel, Contracts, Legal Matters		
11.	Action Items a. Terry Scott Development – Construction b. Line Maintenance & Construction Contract c. Hwy. 3 ODOT Project d. Election of Officers e. Election of WFEC Rep & Alternate Rep f. Election of OAEC Rep & Alternate Rep		
12.	WFEC Report	<i>Kooney Duncan</i>	
13.	Other Business		
14.	Adjournment		

CHOCTAW ELECTRIC COOPERATIVE
Regular Meeting of the Board of Trustees to be held in the Training Room
1033 N 4250 Rd – Hugo, OK 74743
9:00 am – October 27, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval September 29, 2020 Board Minutes b. Authorization to Write off September 2019 Uncollected Accounts		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register e. 2021 Operating Capital & Budget Review	<i>Kooney Duncan</i>	<i>For Review</i>
7.	Attorney's Report	<i>Frank Wolf</i>	
8.	CEO Report	<i>Kooney Duncan</i>	
9.	Executive Session Personnel, Contracts, Legal Matters		
10.	Action Items a. 2021 Annual Meeting Date & Venue b. 2021 Health Care Renewal c. Hwy. 259 Project d. Forest Grove Rd. ODOT Project e. Meter Data Management f. Form 990 Approval, Bolinger, Segars, Gilbert & Moss, L.L.P	<i>Jake Johnson Jake Johnson Hilary Pound/Dale Smith Bill Miller</i>	
11.	OAEC Report	<i>Jarred Campbell Kooney Duncan</i>	
12.	WFEC Report	<i>Ken Autry Kooney Duncan</i>	
13.	Other 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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on September 29, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Jarred Campbell, District A	Perry Thompson, Jr. District E
Stacy Nichols, District C	Jana Burris., District B	Debbie Cody, District F
Mike Brewer, District H	Bill Woolsey, District D	Ken Autry, District I

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jacob Johnson, Distribution Engineer, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Bill Woolsey gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Welcome Newly Elected Board Members

President Franks welcomed, Jarred Campbell and Jana Burris. Each board member introduced themselves as did other CEC staff present.

5. Consent Items

- a. Approval of August 25, 2020 Regular Board Meeting Minutes**
- b. Authorization to Write of Uncollected Accounts for August 2019.**

Motion by Debbie Cody
Seconded by Perry Thompson

To approve the August 25, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for August 2019 in the amount of \$8,955.10

Approved without discussion. The motion carried.

6. Department Reports

Mr. Duncan gave an account of current department activities.

- Three development projects in Hochatown are complete
- Underground construction projects are complete
- Several road projects in progress
- The staking department had 102 staking appointments in August
 - 60 jobs staked
 - 70 jobs released for construction
- In-house right of way crews worked at Bethel Sub Feeder 2 and Nolia Loop area clearing a total of 12.75 miles.
- Contract right of way crews worked Garvin Sub Feeder 3, clearing 23 miles, Garvin Feeder 4, 26.8 miles and Haworth Sub Feeder 3, 12.8 miles.
- CEC has not had any lost time accidents or non-lost time accidents for the year
- Customer service and billing department reported 2,619 year to date kiosk payments made.
 - 2,195 use paperless billing
 - 863 use prepaid billing
 - 5,734 Smarthub users
- IT department working on OMS issues, scheduling substation fiber projects and a security management project.
- Loan programs and community relations activities for the month were reviewed.

7. Financial Report

Financial report was given by Mr. Duncan.

- August 2020 revenue \$4,557,546, YTD \$31,517,701
- Cost of Power August 2020 \$2,603,504, YTD \$18,674,452
- August Operation and Maintenance \$634,005, YTD \$5,241,321
- WFEC August 2020 average cost of power per kWh \$0.0560
- 2020 Revenue/kWh sold \$0.097614

At the conclusion of the Financial report, Mr. Duncan advised the board to review the Form 990 for approval at the October board meeting.

8. Attorney's Report

Mr. Wolf advised the board he did not have a report to give.

9. CEO Report

Mr. Duncan reported on several topics and meetings attended;

- WFEC committee and board meeting
- OAEC Safety and Loss Control Committee Meeting
- NRECA Legal Seminars
- OAEC Managers Roundtable meetings

Choctaw Electric sent crews to Louisiana to assist with hurricane relief.

Staff and employees participated in the McCurtain and Choctaw County Fairs.
Staff continues to review the ongoing COVID-19 Pandemic plan of action for Choctaw Electric.

10. Executive Session

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

Motion by Ken Autry at 10:32 am

Seconded by Stacy Nichols To enter Executive Session. The motion carried

Motion by Perry Thompson, Jr. at 11:00 a.m.

Seconded by Bill Woolsey To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

11. Action Items

a. Terry Scott Development - Construction

Motion by Mike Brewer

Seconded by Stacy Nichols

To approve Odin Utilities, LLC and execute any required documents and contracts based on work order estimates and labor bids from the contractor once Construction in Aid is received from the developer.

The motion was approved without discussion. Motion carried.

b. Line Maintenance and Construction Project

Motion by Mike Brewer

Seconded by Perry Thompson, Jr.

To authorize Choctaw Electric Cooperative to move forward with C & M Electric, LLC for lie maintenance and construction.

The motion was approved without discussion. Motion carried.

c. Highway 3 ODOT Project

Motion by Debbie Cody

Seconded by Ken Autry

To approve Choctaw Electric to execute any agreements and contracts to proceed with the Highway 3 project to meet the deadlines and staff will update the board on project cost.

The motion was approved without discussion. Motion carried.

d. Election of Officers

a. Office of President

President Franks called for nominations for the office of President
Brent Franks was unanimously nominated.

As there were no other nominations President Franks asked for a motion to close nominations.

Motion by Mike Brewer
Seconded by Bill Woolsey

To close nominations. The motion was approved without discussion. Motion carried.

Brent Franks was elected President of the board of trustees by acclamation.

b. Office of Vice-President

President Franks called for nominations for the office of Vice-President
Stacy Nichols was unanimously nominated.

As there were no other nominations President Franks asked for a motion to close nominations.

Motion by Mike Brewer
Seconded by Bill Woolsey

To close nominations. The motion was approved without discussion. Motion carried.

Stacy Nichols was elected Vice-President of the board of trustees by acclamation.

c. Office of Secretary/Treasurer

President Franks called for nominations for the office of Secretary/Treasurer
Mike Brewer was unanimously nominated.

As there were no other nominations President Franks asked for a motion to close nominations.

Motion by Ken Autry
Seconded by Debbie Cody

To close nominations. The motion was approved without discussion. Motion carried.

Mike Brewer was elected Secretary/Treasurer of the board of trustees by acclamation.

e. Election of WFEC Rep. and Alternate Rep.

President Franks called for nominations for WFEC Representative and Alternate Representative.
Discussion took place prior to nominations.

Ken Autry was unanimously nominated as WFEC Representative

Perry Thompson was unanimously nominated as WFEC Alternate Representative

As there were no other nominations President Franks asked for a motion to close nominations.

Motion by Mike Brewer
Seconded by Bill Woolsey

To close nominations. The motion was approved without discussion. Motion carried.

Ken Autry was elected WFEC Representative and Perry Thompson as Alternate WFEC Representative by acclamation.

f. Election of OAEC Representative

President Franks called for nominations for OAEC Representative.
Discussion took place prior to nominations.

Motion by Ken Autry
Seconded by Debbie Cody

To nominate Jarred Campbell as the OAEC Representative

As there were no other nominations President Franks asked for a motion to close nominations.

Motion by Mike Brewer
Seconded by Perry Thompson

To close nominations. The motion was approved without discussion. Motion carried.

Jarred Campbell was elected OAEC Representative.

12. WFEC Report

Mr. Duncan reviewed the WFEC report.

13. Other Business

Jia Johnson, CEC Director of Public Relations gave an annual meeting review. There was discussion on various facets of the meeting and some modifications for next year.

Mr. Duncan read Thank You cards from Louisiana residents and cooperative for the help they received from Choctaw Electric during the hurricane restoration.

14. Adjournment

There being no further business to be discussed, upon a motion made by Bill Woolsey and seconded by Stacy Nichols. The meeting was adjourned at 11:54 a.m.

Board Expenses Reported for September 1 through September 29, 2020

Mike Brewer	\$600.00
Bill Woolsey	\$663.25
Ken Autry	\$963.25
Stacy Nichols	\$747.20
Brent Franks	\$709.25
Debbie Cody	\$650.60
Perry Thompson, Jr.	\$668.43
Jarred Campbell	\$602.90
Jana Burris	\$614.40



President

10-27-20

Date



Secretary/Treasurer

10/27/20

Date

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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on October 27, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Jarred Campbell, District A	Perry Thompson, Jr. District E
Stacy Nichols, District C	Jana Burris., District B via teleconf.	Debbie Cody, District F
Mike Brewer, District H	Bill Woolsey, District D	Ken Autry, District I

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

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jacob Johnson, Distribution Engineer, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Stacy Nichols gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of September 29, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for September 2019.**

Motion by Mike Brewer
Seconded by Debbie Cody

To approve the September 29, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for September 2019 in the amount of \$5,114.53.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Hwy 3 ODOT project and 2 bridge projects, SH 109 west and Grant Bridge project, are in progress.
- Amerductor change out is complete – approximately 40 poles

- The staking department had 111 staking appointments in August
 - 72 jobs staked
 - 67 jobs released for construction

Right of Way

- In-house right of way crews continued work at Bethel Sub Feeder 2 clearing a total of 8 miles.
- Contract right of way crews completed work at the Garvin Sub Feeder 3.

Safety & Fleet

- Safety inspections at job sites, warehouse and office.
- 502,395 miles driven to date without accident.

Customer Service & Billing

- Customer service and billing department reported 4,319 calls taken with an average wait time of 11 seconds.
- Year to date kiosk payments 2,955
- Total office transaction for each location 3,034

Information Technology

- IT has a Mapping training scheduled in December.

Member Services

- Loan programs summary was reviewed.

6. **Financial Report**

Financial report was given by Mr. Duncan.

- September 2020 revenue \$4,324,151, YTD \$35,841,852
- Cost of Power September 2020 \$2,116,910, YTD \$20,791,362
- September Operation and Maintenance \$691,320, YTD \$5,932,641
- WFEC September 2020 Average Cost of Power per kWh \$0.0540
- Number of Active Services to Date 19,520, Number of 2019 Active Services, 19,075 an increase of 445 services.

At the conclusion of the Financial report, Mr. Duncan reviewed highlights of the 2021 Budget for Choctaw Electric Cooperative.

7. **Attorney's Report**

Mr. Wolf advised the board he did not have a report to give.

8. **CEO Report**

Mr. Duncan reported on several topics and meetings attended;

- WFEC committee and board meeting
 - Resolution approved for Ken Autry as representative for CEC and Perry Thompson, Jr. as alternate representative for CEC.
- OAEC board meeting
- NRECA Legal Seminars
- NRECA Virtual Regional Meeting attended with Debbie Cody and Jana Burris.
- Oklahoma Economic Forum

9. **Executive Session**

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

Motion by Bill Woolsey at 10:02 am
Seconded by Perry Thompson, Jr.

To enter Executive Session. The motion carried

Motion by Debbie Cody. at 11:35 a.m.
Seconded by Perry Thompson, Jr.

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. 2021 Annual Meeting Date and Venue

Motion by Ken Autry
Seconded by Perry Thompson, Jr.

To approve September 25 for the 2021 Annual Meeting at the Larry Brinkley Event Center in Idabel and to reassess the location next year.

The motion was approved without discussion. Motion carried.

b. 2021 Health Care Renewal

Motion by Mike Brewer
Seconded by Ken Autry

To allow staff to execute all required documents and contract for the current health care administrator and continue with the same health care coverages.

The motion was approved without discussion. Motion carried.

c. Highway 259 Project

Motion by Bill Woolsey
Seconded by Debbie Cody

To approve the Highway 259 project installing a 3-phase circuit to keep up with the electrical demands of this area.

The motion was approved without discussion. Motion carried.

d. Forest Grove Road ODOT Project

Motion by Stacy Nichols
Seconded by Perry Thompson, Jr.

To accept the proposal for assistance from Allgeier Martin with the Forest Grove Road project.

The motion was approved without discussion. Motion carried.

e. Meter Data Management

Motion by Mike Brewer
Seconded by Jarred Campbell

To purchase the NISC Meter Data Management System.

The motion was approved without discussion. Motion carried.

11. OAEC Report

Mr. Duncan and Mr. Campbell attended the OAEC virtual meeting. An OAEC Report summary was given.

- Proposed 2021 OAEC board meeting dates
- 2021 Program of Works for each OAEC department

12. WFEC Report

Mr. Duncan reviewed the WFEC report.

13. Other Business


No other business to discuss

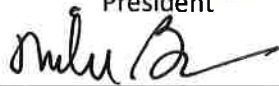
14. Adjournment

There being no further business to be discussed, upon a motion made by Brent Franks and seconded by Mike Brewer. The meeting was adjourned at 1:50 p.m.

Board Expenses Reported for September 1 through September 29, 2020

Mike Brewer	\$550.00
Bill Woolsey	\$584.50
Ken Autry	\$605.20
Stacy Nichols	\$639.70
Brent Franks	\$584.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63
Jarred Campbell	\$597.15
Jana Burris	\$550.00



 President


 Secretary/Treasurer

11-24-20

 Date
 11/24/20

 Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees to be held in the Training Room

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – November 24, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval October 27, 2020 Board Minutes b. Authorization to Write off October 2019 Uncollected Accounts		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<i>Kooney Duncan</i>	<i>For Review</i>
7.	Attorney's Report	<i>Frank Wolf</i>	
8.	CEO Report	<i>Kooney Duncan</i>	
9.	Executive Session Personnel, Contracts, Legal Matters		
10.	Action Items a. Operation, Maintenance & Capital Budget b. 2021 Wage and Salary c. IT Network Operations Center (NOC) d. Line Maintenance & Construction Contract e. Hochatown Development - Woodlands Bluff Phase 2	<i>Rickey Bowen</i>	
11.	WFEC Report	<i>Ken Autry</i>	
12.	Other Business		
13.	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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on November 24, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Jarred Campbell, District A	Perry Thompson, Jr. District E
Stacy Nichols, District C	Jana Burris., District B	Debbie Cody, District F
Mike Brewer, District H	Bill Woolsey, District D	Ken Autry, District I

Stacy Nichols attended the meeting by means of teleconference.

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

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jennifer Boling, Executive Assistant and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Jarred Campbell gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present.

4. Consent Items

- a. **Approval of October 27, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for October 2019.**

Motion by Debbie Cody
Seconded by Jana Burris

To approve the October 27, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for October 2019 in the amount of \$7,033.76.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- In contact with developers to plan for future material needs for construction projects
- Nolia Loop road project is complete
- Three road projects in progress; Hwy 3, SH 109, and Grant Bridge on Hwy 271.
- Crews are working on pole change out on Fallon road.
- The staking department had 111 staking appointments in August
 - 72 jobs staked
 - 67 jobs released for construction

Right of Way

- In-house right of way crews continued work at Bethel Sub Feeder 2 and Hwy 109 west at Hollis Roberts Road for an ODOT project.
- Contract right of way crews will complete approximately 455 miles.

Safety & Fleet

- Cleaning, organizing, and making improvements to Hugo and Idabel pole yards.
- Safety continues to be emphasized daily using the online safety training program.

Customer Service & Billing

- 2,241 paperless billing, 868 prepaid billing and 5,800 Smarthub users

Information Technology

- Cyber security improvements
- Continuing to update IT systems

Member Services

- Large Power contracts
- 2021 newsletter planning meeting
- Energy audits
- Virtual OAEC MRPR meeting

6. Financial Report

Financial report was given by Mr. Duncan.

- October 2020 revenue \$3,399,514, YTD \$39,241,366
- Operations & Maintenance YTD expenses \$3,763,508
- Revenue from electric sales; Oct 2020 \$3,368,321, Oct. 2019 \$3,608,872
- October 2020 active services 19,583, September 2020 19,520

7. Attorney's Report

Mr. Wolf advised the board he did not have a report to give.

8. CEO Report

Mr. Duncan reported on several topics and meetings attended.

- WFEC committee and board meeting
- Managers Roundtable discussion
 - Current electric coop issues
 - Legislative updates
 - Coops dealing with COVID

9. Executive Session

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

Motion by Perry Thompson, Jr. at 10:05 a.m.
Seconded by Jarred Campbell. To enter Executive Session. The motion carried

Motion by Ken Autry at 11:51 a.m.
Seconded by Jana Burris. To reconvene in regular session. The motion carried.

The meeting reconvened in regular session then adjourned for a lunch break.

The regular session of the meeting was called to order at 12:25 p.m.

10. Action Items

a. Operation, Maintenance & Capital Budget

The was no action taken. Kaitlyn Moffatt, CEC Accountant presented a budget summary. Board members were given a complete budget to review and consider for approval at the next board meeting.

b. 2021 Wage & Salary

Motion by Mike Brewer
Seconded by Bill Woolsey

To approve a 3% annual base salary increase for non-union employees and non-CEO effective January 1, 2021 and a five-hundred-dollar performance bonus based on job performance, safety, and cooperative spirit throughout the COVID Pandemic.

The motion was approved without discussion. Motion carried.

c. IT Network Operations Center (NOC)

Motion by Debbie Cody
Seconded by Mike Brewer

To approve Cyber Security Monitoring Services for Choctaw Electric Cooperative.
The motion was approved without discussion. Motion carried.

d. Line Maintenance & Construction Contract

Motion by Ken Autry
Seconded by Perry Thompson, Jr.

To accept the bid from C & M Electric, LLC for the line maintenance and construction contract based on the labor bid from the contractor and proven work performance.

The motion was approved without discussion. Motion carried.

e. Hochatown Development – Woodland Bluff Phase 2

Motion by Mike Brewer

Seconded by Ken Autry

To accept the bid from RD-20 on this project and execute any required documents and contracts based on work order estimates and labor bid from the contractor.

The motion was approved without discussion. Motion carried.

11. WFEC Report

Mr. Autry deferred to Mr. Duncan who reviewed the WFEC report.

- Corporation Commission update
- Skelton Creek Wind Project – approximately 250 MW of wind
- WFEC experienced 19 miles of down transmission line due to the recent ice storm.
- Sid Sperry and Dale Nye are being nominated for OAEC Service Awards

12. Other Business

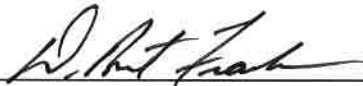
No other business to discuss

13. Adjournment

There being no further business to be discussed, upon a motion made by Jana Burris and seconded by Stacy Nichols. The meeting was adjourned at 1:02 p.m.

Board Expenses Reported for November 1 through November 24, 2020

Mike Brewer	\$550.00
Bill Woolsey	\$584.50
Ken Autry	\$815.60
Stacy Nichols	\$550.00
Brent Franks	\$584.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63
Jarred Campbell	\$604.63
Jana Burris	\$614.40



President

1-26-21

Date



Secretary/Treasurer

1/26/21

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees to be held in the Training Room

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – December 29, 2020

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests	<i>Brent Franks</i>	
4.	Consent Items a. Approval November 24, 2020 Board Minutes b. Authorization to Write off November 2019 Uncollected Accounts		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan</i>	
6.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<i>Kooney Duncan</i>	<i>For Review</i>
7.	Attorney's Report	<i>Frank Wolf</i>	
8.	CEO Report	<i>Kooney Duncan</i>	
9.	Executive Session Personnel, Contracts, Legal Matters		
10.	Action Items a. 2021 Operation, Maintenance & Capital Budget b. 2021 Right of Way Maintenance c. Bucket Truck Purchase d. 2021 Board Meeting Dates e. CEO Review & Evaluation		
11.	OAEC Report	<i>Kooney Duncan</i>	
12.	WFEC Report	<i>Ken Autry Kooney Duncan</i>	
13.	Other 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 trustees of Choctaw Electric Cooperative was held in the training room of the cooperative in Hugo, Oklahoma on December 29, 2020.

1. Call to Order and Roll Call

The following trustees were present:

Brent Franks, District G	Jarred Campbell, District A	Perry Thompson, Jr. District E
Stacy Nichols, District C	Jana Burris., District B	Debbie Cody, District F
Mike Brewer, District H	Bill Woolsey, District D	Ken Autry, District I

There being a quorum, President Brent Franks presided and called the meeting to order at 9:00 a.m.

Council for the cooperative, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jennifer Boling, Executive Assistant and Kaitlyn Moffatt, CEC Accountant.

2. Invocation and Pledge and Allegiance

Upon call from President Franks, Bill Woolsey gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

President Franks introduced Representative J. J. Humphrey, Oklahoma State Representative for District 19

4. Consent Items

- a. **Approval of November 24, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for November 2019.**

Motion by Stacy Nichols
Seconded by Debbie Cody

To approve the November 24, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for November 2019 in the amount of \$3,959.98

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Several road projects are in progress.
- East and west service crews completed 407 cases

- Wilton Cross development is complete.
- Completed 5 to 6 miles of bad pole change out on Fallon Road.

Right of Way

- The initial 2020 Right of Way projects are complete. Contract crews are clearing the approved additional work near Finley, One Creek and Moyers.

Mr. Duncan advised the board Choctaw Electric Right-of Way and system upgrades are paying off. During the windstorm on Christmas, zero outages occurred on the west side due to wind. He continued his report by briefly summarizing activities taking place in the Information Technology, Billing and Customer Service Department and Member Services.

6. Financial Report

Financial report was given by Mr. Duncan.

- November 2020 revenue \$3,467,097, YTD \$42,708,463
- Cost of Power November 2020 \$3,467,097, YTD \$24,893,853
- Operation and Maintenance November \$847,104, YTD \$7,440,630
- WFEC Average Cost of Power November per kWh \$0.0564
- Number of Active Services to Date 19,676, Number of 2019 Active Services, 19,133 an increase of 543 services.

7. Attorney's Report

Mr. Wolf advised the board he did not have a report to give.

8. CEO Report

Mr. Duncan reported on several topics and virtual meetings he attended.

- WFEC committee and board meeting
- OAEC board meeting
 - Staff replacements due to retirements and career changes
 - Upcoming state legislation
- OAEC Directors Meeting
 - Federal legislation
 - Power resources

At the conclusion of his report, Mr. Duncan commended CEC staff for their 2020 safety accomplishment. Throughout 2020 and since the COVID Pandemic there have been no Safety incidents, and no lost time accidents.

9. Executive Session

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

Motion by Jarred Campbell at 9:50 am

Seconded by Jana Burris.

To enter Executive Session. The motion carried

Motion by Ken Autry at 10:45 a.m.

Seconded by Perry Thompson, Jr.

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. 2021 Operation and Maintenance Capital Budget

Kaitlyn Moffatt, CEC Accountant gave a summary of adjustments made to the budget that was given to the board at the November board meeting.

Motion by Mike Brewer
Seconded by Bill Woolsey.

To approve the 2021 Operation and Maintenance Capital Budget.

President Franks questioned the motion. It was made without acceptance to the budget adjustments.

Amended Motion by Mike Brewer
Amended Motion Seconded by: Bill Woolsey

To approve the 2021 Operation and Maintenance Capital Budget with proposed adjustments.

The motion was approved without discussion. Motion carried.

b. 2021 Right of Way Maintenance

Motion by Debbie Cody
Seconded by Mike Brewer

To give CEC Management the authority to approve the proposal and any required documents for 2021 Right of Way Maintenance with Texar Line Clearance based on pricing.

The motion was approved without discussion. Motion carried.

c. Bucket Truck Purchase

Motion by Bill Woolsey
Seconded by Mike Brewer

To approve the purchase of two bucket trucks from ETI based on price, delivery time and warranty.

The motion was approved without discussion. Motion carried.

d. 2021 Board Meeting Dates

Motion by Stacy Nichols
Seconded by Jana Burris

To accept monthly board meeting dates for 2021.

The motion was approved without discussion. Motion carried.

e. CEO Review and Evaluation

President Franks provided Mr. Duncan the results of the CEO Review and Evaluation

- Continue keeping the board well-informed of important development and issues of the cooperative.
- Continue keeping the board apprised of cooperative goals throughout the year and give monthly project updates at the board meetings.
- Continue making recommendations of appropriate actions and policies for board considerations.

After some brief discussion concerning the review and evaluation a motion was made by Mike Brewer and seconded by Perry Thompson, Jr. to approve a three percent salary increase for Mr. Duncan. The motion was approved without discussion. The motion carried.

11. OAEC Report

Mr. Duncan included this report in his CEO report

12. WFEC Report

Mr. Autry and Mr. Duncan reviewed the WFEC report.

13. Other Business

No other business to discuss

14. Adjournment

There being no further business to be discussed, upon a motion made by Bill Woolsey and seconded by Mike Brewer. The meeting was adjourned at 11:00 am.

Board Expenses Reported for December 1 through December 29, 2020

Mike Brewer	\$550.00
Bill Woolsey	\$584.50
Ken Autry	\$923.12
Stacy Nichols	\$639.70
Brent Franks	\$584.50
Debbie Cody	\$568.40
Perry Thompson, Jr.	\$558.63
Jarred Campbell	\$598.88
Jana Burris	\$911.00



President

1-26-21

Date



Secretary/Treasurer

1/26/21

Date