

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 – January 26, 2021

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 December 29, 2020 Board Minutes b. Authorization to Write off December 2019 Uncollected Accounts		<i>Action Action</i>
5.	Department Reports a. Service & Construction • Hwy 3 Road project update b. ROW & Service Quality c. Safety & Technical Operations d. IT System Report e. Customer Service & Billing f. Member Services	<i>Kooney Duncan Jake Johnson</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. Youth Tour Scholarship b. Timber Creek Trails Phase 8 Development c. Eagle Mountain Phase 4 Development d. Hillary Communications – Pole Attachments Resolutions for Approval 1. 2021.01 Regarding Signatures of Checks 2. 2021.02 Energize Credit Union Cash Management Services 3. 2021.03 First United Bank Account Management 4. 2021.04 First Bank Account Management 5. 2021.05 Idabel National Bank Account Management 6. 2021.06 Raymond James 7. 2021.07 CoBank Cash Management Services 8. 2021.08 CFC PAS/Paying Agent	<i>Jia Johnson</i>	
11.	WFEC Report	<i>Ken Autry 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 January 26, 2021.

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 9:03 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 Jake Johnson, Distribution Engineer, Jia Johnson, Director of Member Services and Public Relations 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 December 29, 2020 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for December 2019.**

Motion by Stacy Nichols
Seconded by Ken Autry

To approve the December 29, 2020 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for December 2019 in the amount of \$4,004.92

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Continuing with several road projects

- Crews are busy with several construction activities taking place throughout the service area
- Over 100 poles changed out.
- Maintenance and upgrades throughout the service area.

Right of Way

- In-house right of way crews ended the year clearing 137.15 miles of line.
- Contract crews nearly finished clearing the Moyers and Finley areas.

Mr. Duncan highlighted the remaining department reports.

6. Financial Report

Financial report was given by Mr. Duncan.

- December 2020 revenue \$3,965,481, YTD \$46,673,944
- Cost of Power December 2020 \$2,568,208, YTD \$27,462,061
- Operation and Maintenance December \$826,896, YTD \$8,267,526
- WFEC Average Cost of Power December per kWh \$0.0548
- Number of Active Services to Date 19,757, Number of 2019 Active Services, 19,153 an increase of 604 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
- NRECA CEO Focus meeting
 - Post 2020 – new challenges, new opportunities
 - Local and global economic impacts on electric co-ops
 - Energy policies
- Meeting concerning pole attachments
- Reviewed with staff 2020 accomplishments and 2021 goals

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 10:03 am

Seconded by Jana Burris. To enter Executive Session. The motion carried

Motion by Ken Autry at 11:37 a.m.

Seconded by Debbie Cody To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Youth Tour Scholarship

The Oklahoma Association of Electric Cooperatives decided it could not safely conduct the annual 2020 and 2021 Youth Tour due to coronavirus concerns. Jia Johnson, Director of Member Services and Public Relations

recommended a scholarship be given to the selected 2020 delegates in lieu of the canceled trip. Scholarships awards based on verification of current enrollment, verification of college acceptance for the Fall 2021 school year and 2 semesters of grade reports or transcripts.

Motion by Stacy Nichols
Seconded by Perry Thompson

To approve a \$2,000 scholarship for each 2020 Youth Tour delegate to be paid consecutive, \$1,000 per semester.

The motion was approved without discussion. Motion carried.

b. Timber Creek Trails Phase 8 Development

Motion by Debbie Cody
Seconded by Jana Burris

CEC staff recommends board approval to move forward with the low bid on this project based on work order estimates and labor bids from the contractor. Work orders will not be released until Construction in Aid is received. Bids will be reviewed at the February board meeting.

The motion was approved without discussion. Motion carried.

c. Eagle Mountain Phase 4 Development

Motion by Bill Woolsey
Seconded by Perry Thompson

CEC staff recommends board approval to move forward with the low bid on this project based on work order estimates and labor bids from the contractor. Work orders will not be released until Construction in Aid is received. Bids will be reviewed at the February board meeting.

The motion was approved without discussion. Motion carried.

d. Hillary Communications

Motion by Ken Autry
Seconded by Jana Burris

To accept the Pole Attachment Agreement with Hillary Communications

The motion was approved without discussion. Motion carried.

e. Resolutions

1. 2021.01 Regarding Signatures of Checks
2. 2021.02 Energize Credit Union Cash Management Services
3. 2021.03 First United Bank Account Management
4. 2021.04 First Bank Account Management

- 5. 2021.05 Idabel National Bank Account Management
- 6. 2021.06 Raymond James
- 7. 2021.07 CoBank Cash Management
- 8. 2021.08 CFC PAS/Paying Agent

Motion by Ken Autry
 Seconded by Debbie Cody

To approve all Resolutions 2021.01 thru 2021.08 concerning banking institution account management and banking investment account management.

The motion was approved without discussion. Motion carried.

11. **WFEC Report**

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

12. **Other Business**

No other business to discuss

13. **Adjournment**

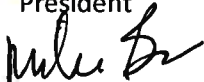
There being no further business to be discussed, upon a motion made by Jana Burris and seconded by Stacy Nichols. The meeting was adjourned at 11:54 am.

Board Expenses Reported for January 1 through January 26, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$811.28
Stacy Nichols	\$637.36
Brent Franks	\$583.60
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$597.60
Jana Burris	\$581.36



 President



 Secretary/Treasurer

2-23-21

 Date

2-23-21

 Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – February 23, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of January 26, 2021 Board Meeting Minutes..... **Action**
 - b. Authorization to Write off January 2020 Uncollected Accounts..... **Action**
5. Construction Bid Review Kooney Duncan
 - a. Timber Creek Trails Phase 8 – January
 - b. Eagle Mountain Phase 4 - January
6. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
7. Financial Reports..... Kooney Duncan
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
8. Raymond James Financial Review Craven Green
9. Attorney’s Report..... Frank Wolf
10. CEO Report..... Kooney Duncan
 - a. District Composition Review
11. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
12. **Action Items**
 - a. Phase A - Highway 3 Road Project Jake Johnson
 - b. Grant Bridge Project, Hwy 271 Crossing..... Jake Johnson
 - c. Winding Creek Development..... Kooney Duncan
13. OAEC Report Jarred Campbell & Kooney Duncan
14. WFEC Report Ken Autry & Kooney Duncan
15. Other Business Brent Franks
16. Adjournment..... Brent Franks

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 February 23, 2021.

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 9:04 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, Jake Johnson, Distribution Engineer 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 for introduction

4. Consent Items

- a. **Approval of January 26, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for January 2020.**

Motion by Debbie Cody
Seconded by Jana Burris

To approve the January 26, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for January 2021 in the amount of \$8,501.57.

Approved without discussion. The motion carried.

5. Construction Bid Review

Mr. Duncan reviewed the bids for two construction projects approved at the January 2021 board meeting. The bid for Timber Creek Trails Phase 8 and Eagle Mountain Phase 4 projects was awarded to RD-20 based upon submitted bid and work order estimates.

6. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The SH-109 bridge project is complete. Right of way is cleared for the highway 3 Part A ODOT road project. March is projected to begin line relocation.
- Service crews are changing out lightning arrestors
- Maintenance crew upgraded OCR's throughout the system
- Contract crew continues with bad pole changeout

Right of Way

- Contract crews are finishing the last phase for 2020

Safety and Fleet

- In 2020 637,180.00 miles driven and a total of 7,374,782.00 accident free miles driven.

Information Technology

- Continue to strengthen cyber security system
- Connection improvements for offices and substations

Customer Service

- A total of 3,892 calls taken. Average daily calls 169.
- 5,932 Smarthub users and 2,334 paperless billing accounts.

Mr. Duncan gave a brief summary of the extreme weather event that took place. Choctaw Electric was proactive with storm messages and crews being stationed in strategic areas due to load curtailment.

In conclusion, Mr. Franks expressed appreciation of the members being kept informed and updated of storm related events throughout the extreme weather. Members were positive and grateful to all the employees at Choctaw Electric.

7. Financial Report

The January 2021 Financial report was given by Mr. Duncan.

- Revenue \$4,840,062
- Cost of Power \$2,828,449
- Operation and Maintenance \$559,907
- Total kWh Sales January 2021 45,951,220, January 2020 40,941,898
- WFEC Average Cost of Power January 2021 per kWh \$0.0566, January 2020 \$0.0557
- Number of Active Services to Date 19,834, Number of 2020 Active Services, 19,159 an increase of 675 services.

8. **Raymond James Financial Review**

Craven Green, Raymond James Financial gave the board a summary of Choctaw Electric investment performance.

9. Attorney's Report

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

10. CEO Report

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

- WFEC committee and board meeting were canceled due to the weather event.
- WFEC virtual managers meeting
 - Policy discussion
 - Wind Works program
- OAEC board meeting

- CEC Staff Strategic Planning
 - 2021 goals
 - Future finances and operations

A. District Composition Review

According to CEC Bylaws beginning in 2016 not less than one-hundred and twenty days once every five years before an annual meeting the composition of board districts is to be reviewed. If there is a five percent or more difference in representation districts are revised so that each has about the same number of members.

Review of the current district composition indicates a need for correction by a re-delineation of board districts.

11. 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 10:53 am
 Seconded by Ken Autry.

To enter Executive Session. The motion carried

Motion by Debbie Cody at 12:00 p.m.
 Seconded by Bill Woolsey

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

12. Action Items

a. Phase A – Highway 3 Road Project

Motion by Bill Woolsey
 Seconded by Perry Thompson, Jr.

To approve Phase A – Highway 3 Road Project and use the 2016 projected cost and move forward with the bidding process.

The motion was approved without discussion. Motion carried.

b. Grant Bridge Project, Hwy 271 Crossing

Motion by Ken Autry
 Seconded by Debbie Cody

To accept the bid from Higher Power Electrical to construct the Grant bridge project at Hwy. 271 crossing.

The motion was approved without discussion. Motion carried.

c. Winding Creek Development

Motion by Jarred Campbell
 Seconded by Jana Burris

To approve moving forward with the low bid on this project based on work order estimates and labor bids from the contractor. Work orders will not be released until Construction in Aid is received. Bids will be reviewed at the March board meeting.

The motion was approved without discussion. Motion carried.

13. OAEC Report

Mr. Campbell gave a brief report. He is on the Safety and Loss Control Committee and the Mutual Aid and Disaster Plan Committee. Committee meetings will be held throughout the year at which time he will provide additional information to the board.

14. WFEC Report

Meeting canceled due to extreme weather event.

15. Other Business

a. 2021 Pole Inspection

Motion by Ken Autry

Seconded by Perry Thompson, Jr.

To accept the bid from Sundance Pole Inspection to examine the estimated 11,000 poles for damage and/or replacement to continue providing safe and reliable power.

Motion was approved without discussion. Motion carried.

16. Adjournment

There being no further business to be discussed, upon a motion made Ken Autry and seconded by Stacy Nichols. The meeting was adjourned at 1:22 pm.

Board Expenses Reported for February 1 through February 23, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$603.76
Stacy Nichols	\$637.36
Brent Franks	\$583.60
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$644.08



President

3-30-21

Date



Secretary/Treasurer

3/30/21

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – March 30, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of February 23, 2021 Board Meeting Minutes..... **Action**
 - b. Authorization to Write off February 2020 Uncollected Accounts..... **Action**
5. Construction Bid **Review**..... Kooney Duncan
 - a. Winding Creek Development - February
6. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
7. Financial Reports..... Kooney Duncan
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
8. Attorney's Report..... Frank Wolf
9. CEO Report..... Kooney Duncan
 - a. District Composition **Review**
10. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
11. Liability D & O **Review**..... Guy Dale
12. **Action Items**
 - a. Housing Authority Annual Report & Re-Appointments..... Kooney Duncan
 - b. Purple Wave Auction Items Guy Dale
 - c. Lawn Mover Purchase..... Guy Dale
13. WFEC Report Ken Autry & Kooney Duncan
14. Other Business Brent Franks
15. Adjournment..... Brent Franks

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 30, 2021.

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 9:05 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, Bill Woolsey gave the invocation followed by the Pledge of Allegiance.

3. Introduction of Guests

There were no guests present for introduction.

4. Consent Items

- a. **Approval of February 23, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for February 2020.**

Motion by Debbie Cody
Seconded by Jana Burris

To approve the February 23, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for February 2020 in the amount of \$6,453.76

Approved without discussion. The motion carried.

5. Construction Bid Review

Mr. Duncan reviewed the bids for a construction projects approved at the February 2021 board meeting. The bid for Winding Creek project was awarded to Red Dirt Construction based upon submitted bid and work order estimates.

6. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The Engineering Department has several ODOT road projects in progress throughout the service area.
- Service crews continue changing out lightning arrestors
- East and west service crews completed 370 cases
- Maintenance crews have upgraded OCR's and replaced switches on Hochatown Feeder 2 and 3
- Contract crew continues with the bad pole changeout
- Staking appointments are scheduled through April.

Right of Way

- Contract crews cleared 25.5 miles.
- CEC crew worked on Bethel Sub Feeder 2 south of Smithville to the Narrows then along Hwy 4 and ended near Watson clearing 13.5 miles.

Safety and Fleet

- CEC safety records continues to be positive.
- A total of 7,402,642.00 accident free miles driven.

Information Technology

- Connection improvements for offices and substations delayed due to shipping issues.
- Working on mapping issues with OMS.

Customer Service

- A total of 4,646 calls taken. Average daily calls 232
- 931 Service Orders made
- 1,672 Contact Tracking cases
- 6,032 Smarthub users and 2,366 paperless billing accounts.

Mr. Duncan informed the board of U. S. mail issues causing electric bill payments to be late. Staff will help members with any questions or concerns concerning these late payments.

Member Services

- Jia Johnson, Director of Public Relations has been appointed to the LDCAA Board of Directors.
- Member Appreciation is scheduled at each office in April

7. Financial Report

The February 2021 Financial report was given by Mr. Duncan.

- Revenue \$5,074,112
- Cost of Power \$2,889,070
- Operation and Maintenance \$749,080
- Operating Margins 925,256
- WFEC Average Cost of Power February 2021 per kWh \$0.0570, February 2020 \$0.0568
- Number of Active Services to Date 19,855, Number of 2020 Active Services, 19,175 an increase of 680 services.
- LTD decreased \$66,336

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 virtual meetings he attended.

- Congressman Markwayne Mulling scheduled a meeting at the cooperative and discussed issues electric utilities are facing with the Biden Administration, and the extreme weather event.
- WFEC board meeting
 - Extreme weather event updates
- WFEC Managers meeting
- OAEC managers meeting
- CoBank Virtual Regional meeting
- Joint Use Agreements are being reviewed and renewed.
- The 2020 Financial Audit took place. A review will take place at April meeting.
- Year to Date Estate Capital Credits paid, \$8,240.07

A. District Composition Review

Review of the current district composition indicates a need for correction by a re-delineation of board districts. Composition of each district was reviewed.

10. Executive Session

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

Motion by Ken Autry, Jr. at 10:15 am
 Seconded by Perry Thompson, Jr.

To enter Executive Session. The motion carried

Motion by Ken Autry at 11:23 a.m.
 Seconded by Bill Woolsey

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

11. Liability D & O Review

December 2019 the board approved a 2-year agreement for Property, Liability, Auto and D & O Insurance with Federated. The 2021 renewal year 2 of 2 was reviewed by Guy Dale, Safety and Loss Control Coordinator.

12. Action Items

a. Housing Authority Annual Report & Re-Appointments

Motion by Mike Brewer
 Seconded by Bill Woolsey

To approve the 2020 annual report for the Housing Authority of Choctaw Electric and reappointments of the housing board of commissioners until date of term expiration.

Curtis Rose	March 2024	Bryant Rickman	March 2023
Britni Hudson	March 2023	Larry Brown	March 2024
Jessica Dominguez (resident commissioner)	March 2022		

The motion was approved without discussion. Motion carried.

b. Purple Wave Auction Items

Motion by Mike Brewer
 Seconded by Jarred Campbell

To approve the listed equipment for auction using Purple Wave Internet Auction.

The motion was approved without discussion. Motion carried.

c. Lawn Mower Purchase

Motion by Mike Brewer

Seconded by Debbie Cody

To approve the purchase of a budgeted zero-turn lawn mower based on bids, location, and convenience of dealership.

The motion was approved without discussion. Motion carried.

13. WFEC Report

Mr. Duncan and Mr. Autry gave the WFEC report which included Polar Vortex updates, future plans and projects.

14. Other Business

No other business to discuss.

15. Adjournment

There being no further business to be discussed, upon a motion made Jarred Campbell and seconded by Jana Burris. The meeting was adjourned at 11:42 am.

Board Expenses Reported for February 1 through February 23, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$1,425.12
Stacy Nichols	\$774.72
Brent Franks	\$667.20
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$612.72



President

4-27-21

Date



Secretary/Treasurer

4/27/21

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – April 27, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of March 30, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off March 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. 2020 Financial Audit Review & Approval Bolinger, Segars, Gilbert & Moss, LLP
 - b. 2021 Right-of-Way Spray Contract Kooney Duncan
 - c. Woodland Hills III Development Kooney Duncan
 - d. Grazing Lease Amendment Kooney Duncan
 - e. PSO Right-of-Way Easement Kooney Duncan
11. OAEC Report Jarred Campbell
12. WFEC Report Ken Autry
13. Other Business Brent Franks
14. Adjournment Brent Franks

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 27, 2021.

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 9:08 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, Kaitlyn Moffatt, Supervisor of Accounting, 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 for introduction.

4. Consent Items

- a. **Approval of March 30, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for March 2020.**

Motion by Stacy Nichols
Seconded by Jana Burris

To approve the March 30, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for March 2020 in the amount of \$6,321.69

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The Engineering Department is moving forward on special equipment projects and ODOT projects throughout the service area.
- Service, Construction and Maintenance crews are working on system maintenance, building new service, and completing work orders.

- The contract crew completed 52 bad pole change-outs on Garvin Sub Feeder 3.
- Several large developments are in the process of being staked.

Right of Way

- Contract crews worked clearing Darwin Sub Feeder 2 to Dunbar then north to Clayton Metering Point. Crews cleared at total of 36.9 miles. Another crew worked on Rattan Sub Feeder 3 clearing 26 miles.
- CEC crews are continuing work on Bethel Sub Feeder 2, clearing 11.8 miles in the Buffalo area south of Watson.

Safety and Fleet

- CEC safety record is up to 7,462,392.00 accident free miles driven and 192,727.69 hours worked.

Information Technology

- Several IT projects and improvements have been scheduled.

Customer Service

- A total of 4,328 calls taken. Average daily calls 188
- 1582 Service Orders made
- 2,358 paperless billing accounts, 867 prepaid accounts and 6,058 using Smarthub.

Member Services

- The Storm Shelter Loan program continues to grow. There were 13 storm shelters in-line for installation in March.

Mr. Duncan informed the board that Lacey Peters has taken over the Energy Efficient, Storm Shelter and Small Appliance loan programs.

6. Financial Report

The March 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

Mr. Duncan reviewed March Financials

- Revenue \$4,405,772
- Cost of Power \$2,355,880
- Total Cost of Electric Service \$3,293,284,
- Number of Active Services 19,939

Mrs. Moffatt reviewed an atypical year to date expense amount that was due to equipment and material purchases for construction projects in the Hochatown area.

7. Attorney's Report

Mr. Wolf has been reviewing and revising certain contracts for the cooperative.

8. CEO Report

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

- WFEC Annual Meeting and Board Meeting
- OAEC Annual Meeting and Board Meeting
- OAEC Website Transparency Meeting
- CEC Member Appreciation at the Hugo, Antlers, and Idabel offices
- Staff reviewed Joint Use Agreements and is in the process of renewing the agreements for pole attachments.

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 10:13 a.m.

Seconded by Debbie Cody

To enter Executive Session. The motion carried.

Motion by Bill Woolsey at 10:30 a.m.

Seconded by Bill Woolsey

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. 2020 Financial Audit Review and Approval

David Copeland, Bolinger, Segars, Gilbert and Moss, L.L.P reviewed the Choctaw Electric Cooperative Audit Report.

Motion by Mike Brewer

Seconded by Perry Thompson

To approve the clean 2020 Financial Audit report as presented by Bolinger, Segars, Gilbert and Moss, L.L.P.

The motion was approved without discussion. Motion carried.

b. 2021 Right-of-Way Spray Contract

Motion by Jarred Campbell

Seconded by Bill Woolsey

To approve the proposal and any required documents with Progressive Solutions, LLC for the 2021 Right-of-Way Herbicide Application.

The motion was approved without discussion. Motion carried.

c. Woodland Hills III Development

Motion by Debbie Cody

Seconded by Jana Burris

To approve RD-20 Construction for the construction of the Woodland Hills III Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

d. Grazing Lease Amendment

Motion by Jarred Campbell

Seconded by Jana Burris

To approve the amendment to the Choctaw Electric Land Lease to allow an additional-year extension at CEC's discretion, to the contract for each year that an approved \$2500.00 minimum worth of improvement are done.

The motion was approved without discussion. Motion carried.

e. PSO Right-of-Way Easement

Motion by Mike Brewer

Seconded by Ken Autry

Authorizes management to approve the PSO Supplemental Easement and the sale of additional Right of Way upon review by the cooperative attorney.

The motion was approved without discussion. Motion carried

11. OAEC Report

Mr. Campbell gave the OAEC report that included the Safety and Loss virtual conference, and the OAEC Annual Meeting.

12. Executive Session

Mr. Autry requested the board reconvene in Executive Session to conclude the discussions on personnel, contracts, and legal matters.

Motion by Ken Autry at 11:20 a.m.

Seconded by Debbie Cody To enter Executive Session the motion carried.

Motion by Debbie Cody at 11:52 a.m.

Seconded by Jana Burris To reconvene in regular session. The motion carried

13. WFEC Report

Mr. Autry gave a brief WFEC report that included an update on the Oklahoma Securitization legislation progress.

14. Other Business

No other business to discuss.

15. Adjournment

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

Board Expenses Reported for April 1 through April 27, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$1,252.72
Stacy Nichols	\$746.16
Brent Franks	\$834.40
Debbie Cody	\$790.16
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$788.88



President



Secretary/Treasurer

5-25-21

Date

5/25/21

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 May 25, 2021.

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 9:10 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, Kaitlyn Moffatt, Supervisor of Accounting, Jia Johnson, Director of Public Relations, 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 for introduction.

4. Consent Items

- a. **Approval of April 27, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for April 2020.**

Motion by Mike Brewer
Seconded by Bill Woolsey

To approve the April 27, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for April 2020 in the amount of \$2,376.48

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The Engineering Department is working with Allgeier, Martin and Associates, developing a new construction work plan.
- Creating a line relocation associated with a bridge project in the Smithville area.
- ODOT Hwy 3 road project continues.

- Service, Construction and Maintenance crews are working on system maintenance, building new service, and completing work orders. Weather has caused some delays.
- The contract crew is changing out poles at the Nashoba Sub Feeder 1 and 3
- Staking department has had 101 staking jobs system wide.
- Several development projects are in various stages of progress. These projects include over 800 lots.

Right of Way

- Contract crews have nearly completed Clayton Metering Point clearing 10.25 miles. The second crew worked Rattan Sub Feeder 3, clearing 25.5 miles.
- CEC crews are continuing work on Bethel Sub Feeder 2, clearing 16.5 miles in the Buffalo/Naniah Chito area.

Safety and Fleet

- Annual truck inspection took place.

Information Technology

- Continuing cyber security improvement and upgrades.

Customer Service

- MDMS scheduled to go live July 7. This program will automate and streamline several functions used in customer service department.
- 3,607 incoming calls, 180 average daily calls taken.

Member Services

- Jia Johnson described Energy Camp to the board as being a blended learning experience this year. Combined online and face to face activities for the campers are planned along with a tour of the WFEC power plant in Ft. Towson. Energy Camp will take place June 1st – 4th.

6. Financial Report

The April 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- YTD Revenue \$18,052,563
- YTD Cost of Power \$10,345,088
- YTD Total Cost of Electric Service \$14,977,200
- WFEC Cost of Power 0.0584 April 2020, 0.0619 April 2021
- 4 Year Active Service Comparison – YTD
 - 2018 – 18,608 active services
 - 2019 – 18,901 active services
 - 2020 – 19,232 active services
 - 2021 – 20,031 active services

7. Attorney's Report

Mr. Wolf continues to review and revise certain contracts for the cooperative.

8. CEO Report

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

- WFEC Managers Meeting
- WFEC Committee Meeting and Board Meeting
- CEC staff has begun to plan the 2021 Annual Meeting
- CEC staff and board reviewing CEC Policies with outside counsel
- CEC staff discussing development of Construction Work Plan with Allgeier, Martin and Associates.
- Pole inspection projected to begin September 1st.

9. Executive Session

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

Motion by Debbie Cody at 11:06 a.m.

Seconded by Perry Thompson, Jr.

To enter Executive Session. The motion carried.

Motion by Bill Woolsey at 12:30 p.m.

Seconded by Perry Thompson, Jr.

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Board District Composition, Re-Delineation

Upon review of district composition, inequalities of five percent (5%) or more in representation were found to exist. The current boundaries have been realigned and corrected by a re-delineation of districts according to CEC bylaws Section 4.05.

Motion by Stacy Nichols

Seconded by Debbie Cody

To approve re-delineation of districts according to CEC Bylaws Section 4.05.

The motion was approved by unanimous vote of the Board of Trustees and tabulation is to be made part of Resolution 2021-010 as permanent record. Motion carried.

b. Underground Unit Price Contract

No action was taken on the Underground Unit Price Contract.

c. Sunrise Ridge East Development

Motion by Jarred Campbell

Seconded by Jana Burris

To approve Blackout Power for the construction of the Sunrise Ridge Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

d. Pine Hill North

Motion by Ken Autry

Seconded by Debbie Cody

To approve Blackout Power for the construction of the Pine Hill North Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

e. Integrity Fund

Motion by Mike Brewer
Seconded by Bill Woolsey

Authorizes management to donate \$1,000 to the Cooperative System Integrity Fund.

The motion was approved without discussion. Motion carried

11. WFEC Report

Mr. Autry gave a brief WFEC report.

12. Other Business

Mr. Duncan discussed researching the purchase of a Hydro Ax Mulcher listed on Purple Wave Auctions.

There was discussion and the board were in unanimous agreement to authorize management to make the decision on the possible purchase of the Hydro Ax Mulcher listed on Purple Wave Auctions.

13. Adjournment

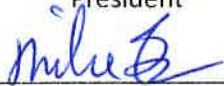
There being no further business to be discussed, upon a motion made Mike Brewer and seconded by Stacy Nichols. The meeting was adjourned at 12:43 p.m.

Board Expenses Reported for May 1 through May 25, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$1,012.00
Stacy Nichols	\$637.36
Brent Franks	\$667.20
Debbie Cody	\$635.84
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$725.44



President



Secretary/Treasurer

Date

6/29/21

Date

CHOCTAW ELECTRIC COOPERTIVE, INC.

RESOLUTION 2021.010

Regarding Redistricting Membership

WHEREAS, Section 4.05 of CEC bylaws stipulate that

“Starting in 2016, not less than one-hundred and twenty (120) days, once every five (5) years before any meeting of the members at which trustees are to be elected, the Board of Trustees shall review the composition of the several districts and, if it should be found that inequalities of five percent (5%) or more in representation have developed which can be corrected by a re-delineation of districts, the Board of Trustees shall reconstitute the districts so that each shall contain as nearly as possible the same number of members.”

WHEREAS, the number of members in each board district has been tabulated and evaluation by the Board has determined that the Districts are not within the acceptable tolerance as specified in Section 4.05.

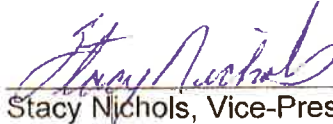
NOW, THEREFORE, BE IT RESOLVED, that pursuant to the evaluation of current tabulation, the Board of Trustees has determined that the existing boundaries have been realigned in accordance with recommendations made by the Board, and in accordance with Section 4.05 of CEC bylaws.

BE IT FURTHER RESOLVED, that the tabulation be made a part of this resolution and the permanent record.

Executed this 25 day of May 2021, by unanimous vote of the Board of Trustees.



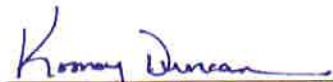
Brent Franks, President



Stacy Nichols, Vice-President



Mike Brewer, Secretary/Treasurer



Kooney Duncan, CEO/General Manager

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – May 25, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of April 27, 2021 Board Meeting Minutes..... **Action**
 - b. Authorization to Write Off April 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
 - Energy Camp Jia Johnson
 - WFEC Tour..... Jia Johnson
6. Financial Reports..... Kooney Duncan
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
7. Attorney’s Report.....Frank Wolf
8. CEO Report..... Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. Board District Composition, Re-Delineation Kooney Duncan
 - b. Underground Unit Price Contract Kooney Duncan
 - c. Sunrise Ridge East Development Kooney Duncan
 - d. Pine Hill North Phase III Development Kooney Duncan
 - e. Integrity Fund..... Kooney Duncan
11. WFEC Report Ken Autry
12. Other Business Brent Franks
13. Adjournment..... Brent Franks

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – June 29, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of May 25, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off May 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. Capital Credit Retirement Kaitlyn Moffatt
 - b. Sunrise Springs Development Kooney Duncan
 - c. Cedar Hills Development Kooney Duncan
 - d. Vehicle Purchase Guy Dale
 - e. NRECA Director Election Voting Delegate Kooney Duncan
11. OAEC Report Jarred Campbell
12. WFEC Report Ken Autry
13. Other Business Brent Franks
14. Adjournment Brent Franks

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 29, 2021.

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 9:03 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, Kaitlyn Moffatt, Supervisor of Accounting, 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

Jana Burris introduced her granddaughter Kennison Camp.

4. Consent Items

- a. **Approval of May 25, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for May 2020.**

Motion by Debbie Cody
Seconded by Jana Burris

To approve the May 25, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for May 2020 in the amount of \$1,929.98.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The Highway 271 Bridge Project south of Grant is 75% complete
- Hwy 3 ODOT Road Project Part B is 30 % complete
- Due to rain and wet conditions some projects have been rescheduled.
- East and west service crews continue changing out lighting arrestors

- Service and construction crews performed weather related outage restoration.
- Staking continues for several developments in the service area.

Right of Way

- May was a slow month for Contract and In-House Right of Way crews due to wet conditions.
 - CEC Right of Way crew finished the Buffalo/Naniah Chito area and cleared an area on the Scout Camp line for a total of 6 miles.
 - Contract crews spent the month on clean up in some areas.

Safety and Fleet

- CEC safety record is up to 7,574,682.00 miles driven without a lost time vehicular accident and 220,948.23 hours worked.

Information Technology

- Mapping Analysis completed
- Wireless connection upgrades.
- Other IT projects scheduled that includes some upgrades.

Customer Service

- A total of 3,386 calls taken. Average daily calls 169
- 1,131 Service Orders made
- 2,376 paperless billing accounts, 871 prepaid accounts and 6,137 using Smarthub.

Member Services

- Some storm shelters installs were rescheduled due to wet conditions.
- Energy Camp held at CEC office with a portion being virtual. Campers toured WFEC power plant in Ft. Towson.

6. Financial Report

The May 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- Revenue \$3,642,363, Revenue YTD \$21,694,925
- Cost of Power \$2,247,426, Cost of Power YTD \$12,592,515
- Total kWh Sales May 2021 34,815,238
- WFEC kWh Purchased 37,579,359, Average Cost per kWh \$0.0598
- May 2021 Active Services 20,045, May 2020 Active Services 19,283

7. Attorney's Report

Mr. Wolf has been reviewing and revising certain contracts for the cooperative.

8. CEO Report

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

- WFEC Annual Meeting and Board Meeting
- OAEC Annual Meeting and Board Meeting
- CEC staff is planning for the 81st Annual Meeting
- CEC staff and outside counsel reviewing CEC policies and recommendations will be provided to the board.
- Currently in WFEC Peak Season June 20th – September 9th.

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 9:55 a.m.

Seconded by Jana Burris

To enter Executive Session. The motion carried.

Motion by Bill Woolsey at 11:18 a.m.

Seconded by Ken Autry

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. **Capital Credit Retirement**

Motion by Mike Brewer

Seconded by Perry Thompson

To approve Choctaw Electric Cooperative only Capital Credit Retirement for 1991 allocation in the amount of \$1,163,538.39 to be paid to our members in August.

The motion was approved without discussion. Motion carried.

b. **Sunrise Springs Development**

Motion by Jarred Campbell

Seconded by Jana Burris

To approve Blackout Power for the construction of the Sunrise Springs Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

c. **Cedar Hills Development**

Motion by Debbie Cody

Seconded by Jana Burris

To approve Blackout Power for the construction of the Cedar Hills Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

d. **Vehicle Purchase**

Prior to the motion being made discussion took place concerning the purchase of the vehicles.

Motion by Ken Autry

Seconded by Stacy Nichols

To approve the purchase of the budgeted vehicles; two Ford-250 4x4 gas pickups and one Ford F-150 4x4 gas pickup within 10% of the 2021 quoted price.

Upon being put to a vote the motion carried.

e. **NRECA Voting Delegate**

Motion by Debbie Cody

Seconded by Ken Autry

Authorizes Kooney Duncan as the NRECA voting delegate to cast his vote for Choctaw Electric Cooperative.

The motion was approved without discussion. Motion carried

11. OAEC Report

Mr. Duncan gave the OAEC report that included a Resolution to the Oklahoma Legislature regarding the Polar Vortex and State and Federal Legislation updates.

12. WFEC Report

Mr. Autry gave a brief WFEC report that included current projects and updates.

13. Other Business

Brent Franks presented Jarrod Campbell his Cooperative Certified Director certificate. Mr. Campbell completed all director courses for certification.

14. Adjournment

There being no further business to be discussed, upon a motion made Ken Autry and seconded by Mike Brewer. The meeting was adjourned at 11:50 am.

Board Expenses Reported for June 1 through June 29, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$1,012.00
Stacy Nichols	\$637.36
Brent Franks	\$667.20
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$603.76
Jana Burris	\$612.72



* President



Secretary/Treasurer

7-27-21

Date

7/27/21

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – July 27, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of May 25, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off May 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEK Power Bill
 - d. Review of Check Register
 - e. KRTA Report Billy Kulwicki, NRU-CFC
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. Terms & Conditions/Platted Development Line Ext. Kooney Duncan
 - b. West Fork Development Kooney Duncan
 - c. Right-of-Way Clearing Kooney Duncan
 - d. Vehicle Purchase Kooney Duncan
 - e. Mini Excavator Purchase Kooney Duncan
 - f. Audit Engagement Kooney Duncan
11. WFEK Report Ken Autry
12. Other Business Brent Franks
13. Adjournment Brent Franks

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 27, 2021.

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 9:05 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, Kaitlyn Moffatt, Supervisor of Accounting, 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

No guests present.

4. Consent Items

- a. **Approval of June 29, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for June 2020.**

Motion by Stacy Nichols
Seconded by Bill Woolsey

To approve the June 29, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for June 2020 in the amount of \$4,195.69.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- The Highway 271 Bridge Project south of Grant is complete
- Making progress on the ODOT highway projects
- East and west service crews completed 450 cases.
- Maintenance crew installing vector switches and new breakers to replace outdated ones

- Contract crew is finishing pole replacement in the Nashoba area.
- Construction contractors continuing work on developments.
- Staking continues for several developments in the service area.

Right of Way

- CEC Right of Way crew worked on Bethel Sub Feeder 2. They also worked at clearing large trees in the Unger area for a tap to be energized.
- Contract crews worked on Rattan Sub Feeder 3 in Little River Ranch clearing 7 miles. An additional crew is being brought in to increase production.

Safety and Fleet

- CEC crews had special equipment training by Jake Johnson. CEC's distribution engineer.
- CEC is maintaining an excellent safety record.

Information Technology

- Continuing to work on mapping project
- Substation communication upgrade

Customer Service

- A total of 4,139 calls taken. Average daily calls 188
- Year to date kiosk payments 1,243
- 2,391 paperless billing accounts, 878 prepaid accounts and 6,189 using Smarthub.

Member Services

- Annual Meeting preparations are underway.
- Members continue to take advantage of our storm shelter loan program.

6. **Financial Report**

The June 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- June Revenue \$3,918,833, YTD Revenue \$25,613,758
- June Cost of Power \$2,750,612, YTD Cost of Power \$15,343,127
- YTD Net Margins \$5,324,298
- June Total kWh Sales \$38,885,435
- June WFEC kWh Purchased 44,484,604, Average Cost per kWh \$0.0618
- June 2021 Active Services 20,114, May 2021 Active Services 20,045

KRTA Report

Will be presented at the August meeting.

7. **Attorney's Report**

Mr. Wolf advised the board there was nothing to report this month.

8. **CEO Report**

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

- Reviewed CEC Annual Meeting plans
- Working on several projects and proposals
- Contact information for unclaimed capital credits is as current as possible. CEC staff has been working hard to get this information updated in the system.

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 9:58 a.m.

To approve the annual audit engagement from Bolinger, Segars, Gilbert and Moss, L.L.P. for the year ending December 31, 2021.

The motion was approved without discussion. Motion carried

12. WFEC Report

Mr. Autry gave a brief WFEC report that included current projects and updates.

13. Other Business

There was nothing to discuss

14. Adjournment

There being no further business to be discussed, upon a motion made Bill Woolsey and seconded by Mike Brewer. The meeting was adjourned at 12:00 pm.

Board Expenses Reported for July 1 through July 27, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$852.00
Stacy Nichols	\$637.36
Brent Franks	\$583.60
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$612.72




President



Date



Secretary/Treasurer



Date

Seconded by Debbie Cody

To enter Executive Session. The motion carried.

Motion by Jana Burris at 11:48 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. Terms & Conditions/Platted Development Line Extension

The terms and conditions are not complete. No action taken

b. West Fork Development

Motion by Mike Brewer

Seconded by Bill Woolsey

To approve Blackout Power for the construction of the West Fork Development project based on their work order estimates and labor bids.

The motion was approved without discussion. Motion carried.

c. Right of Way Clearing

Motion by Ken Autry

Seconded by Jana Burris

To approve the Darwin Sub Feeder 3 Right of Way Maintenance with Texar Line Clearance based on pricing.

The motion was approved without discussion. Motion carried.

d. Vehicle Purchase

Motion by Perry Thompson, Jr.

Seconded by Debbie Cody

To approve the purchase of the 2021 Ford Explorer based on the bids received, pricing and delivery.

The motion was approved without discussion. Motion carried.

e. Mini Excavator Purchase

Motion by Ken Autry

Seconded by Jarred Campbell

To approve the purchase of the 2021 budgeted Kubota X040-4R1TP Mini Excavator based on the bids received, location and convenience of dealership.

The motion was approved without discussion. Motion carried

11. Audit Engagement

Motion by Ken Autry

Seconded by Perry Thompson, Jr.

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – August 31, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of July 27, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off July 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
 - e. KRTA Report Billy Kulwicki, NRU-CFC
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. WFEC Storm Uri, Opt-In – Opt-Out/Financing Kooney Duncan
 - b. Utility Trailer Purchase Kooney Duncan
 - c. Storm Shelter Loan Program Budget Action Kooney Duncan
 - d. Development/Conversion Projects Kooney Duncan
 1. Western Hills Development, WO #151032
 2. Camp Ranch Road 3-Phase Conversion, WO 155311
 3. Brock Tap 3-Phase Conversion Phase I, WO #155181
 4. Brock Tap 3-Phase Conversion Phase II, WO #156008
 5. Cedar Hills 3-Phase Conversion, WO #147008
 6. Western Hills 3-Phase Conversion, WO #156340
11. OAEC Report Jarred Campbell
12. WFEC Report Ken Autry
13. Other Business Brent Franks
14. Adjournment Brent Franks

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 31, 2021.

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

As President Franks was present via teleconference, Mr. Franks asked Vice-President Nichols to preside over the meeting.

There being a quorum, Vice-President Nichols presided and called the meeting to order at 9:05 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, Kaitlyn Moffatt, Supervisor of Accounting, and Rickey Bowen, Information System Administrator.

2. Invocation and Pledge and Allegiance

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

3. Introduction of Guests

Mr. Duncan introduced Billy Kulwicki NRU-CFC.

4. Consent Items

a. Approval of July 27, 2021 Regular Board Meeting Minutes

Motion by Ken Autry
Seconded by Jana Burris

To approve the July 27, 2021 Regular Board Meeting Minutes.

Approved without discussion. The motion carried.

b. Authorization to Write of Uncollected Accounts for July 2020.

Motion by Perry Thompson, Jr.
Seconded by Jarred Campbell

To approve Write-Off of Uncollected Accounts for July 2020 in the amount of \$5,308.97.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Finalizing reimbursement for the ODOT bridge project on SH 109
- Received Notices to Proceed on Hwy 259 A and Speer Road projects.
- East and west service crews completed 498 cases.
- Maintenance crew continue installing vector switches and new breakers to replace outdated ones
- Contract crew has replaced 400 poles to date throughout the service area.
- Construction contractors continuing work on developments.
- Staking continues for several developments in the service area. There are over 800 lots being worked in different stages of staking or construction.

Right of Way

- CEC Right of Way crew completed Bethel Sub Feeder 2 clearing 6.1 miles and began work on Feeder 3 that ties into Hochatown sub clearing 3 miles. The crew also worked in the Ringold area clearing 2 miles of line needing hot spot work.
- Contract crews completed Rattan Sub Feeder 3 clearing 9.6 miles. Crews also worked Westbank Sub Feeder 2 clearing 21.5 miles.

Safety and Fleet

- Safety training was conducted by Wade Hurst, OAEC Safety & Loss Control.
- CEC has maintained a 2-year safety record.

Information Technology

- Continuing to work on an intensive mapping project
- Substation communication upgrades continue

Customer Service

- A total of 3,558 calls taken. Average daily calls 188
- Year to date kiosk payments 1,487
- Customer Service will be promoting paperless billing through the end of the year. Paperless billing will be a savings for the cooperative as postage has increased \$0.02.

Member Services

- Staff participated in area school and community events
- The storm shelter loan program continues to be a popular service offered to our members.

6. Financial Report

The July 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- July Revenue \$4,650,917, YTD Revenue \$30,264,726
- June Cost of Power \$3,079,364, YTD Cost of Power \$18,422,491
- YTD Net Margins \$6,249,327
- July Total kWh Sales \$44,462,358
- July WFEC kWh Purchased 49,794,013, Average Cost per kWh \$0.0618
- July 2021 number of active services 20,169. July 2020 number of active services 19,425

KRTA Report

Mr. Kulwicki presented the 2020 KRTA Report

7. Attorney's Report

Mr. Wolf advised the board there was nothing to report this month.

8. CEO Report

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

- Attended the WFEC Meeting
 - Several projects were reviewed and proposed
 - WFEC called several Peak Days
 - Storm Uri financing and recovery
 - Policy discussion
- OAEC Board Meeting
 - Congressman Cole gave an update on Washington D.C. issues
 - Oklahoma Supreme Court decision on OGE switching case
 - Safety & Loss Control training plans
- WFEC Manager's meeting
- Strategic Planning session scheduled for CEC staff and board in October
- Several CEC projects are ongoing

9. Executive Session

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

Motion by Bill Woolsey at 11:33 a.m.

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

Motion by Perry Thompson, Jr. at 12:22 p.m.

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

The meeting reconvened in regular session.

10. Action Items

a. WFEC Storm Uri, Opt-In – Opt-Out/Financing

Motion by Mike Brewer

Seconded by Ken Autry

To approve Choctaw Electric Cooperative to elect the WFEC Opt-Out option and to use \$3,000,000 of our general funds to pay down the \$10,256,392.51 amount and utilize CoBank to finance the remaining balance of \$7,256,392.51 with a five-year fixed to maturity loan for financing Storm Uri to WFEC. Approval of the WFEC Opt-Out option will not have a financial impact to the members of CEC.

Reference Resolution 2021-11

The motion was approved without discussion. Motion carried.

b. Utility Trailer Purchase

Motion by Bill Woolsey

Seconded by Debbie Cody

To approve the purchase of the utility trailer for hauling the Kubota mini excavator from Diamond T Sales based on the bids received.

The motion was approved without discussion. Motion carried.

c. Storm Shelter Loan Program Budget Action

Motion by Mike Brewer

Seconded by Perry Thompson, Jr.

To approve a \$25,000 increase to the 2021 Storm Shelter Loan Program budget.

The motion was approved without discussion. Motion carried.

d. Development/Conversion Projects

1. Western Hills Development, WO 151032

Motion by Jarred Campbell

Seconded by Jana Burris

To approve Orbital Power Services for the construction of Western Hills Development project based on work order estimates, and labor bids from the contractor.

The motion was approved without discussion. Motion carried.

2. Camp Ranch Road-3 Phase Conversion, WO #155311
3. Brock Tap 3-Phase Conversion Phase I, WO #155181
4. Brock Tap 3-Phase Conversion Phase II, WO #156008

Motion by Ken Autry

Seconded by Debbie Cody

To approve Black Out Power for construction of the 3-Phase Conversions for Camp Ranch Road WO #155311, Brock Tap Phase 1 WO #155181, and Brock Tap Phase II, WO #156008 based on proposed bid, work scope and job estimates, and CEC agrees to share the estimated project cost with developers to convert the existing single phase to three phase service.

The motion was approved without discussion. Motion carried.

5. Cedar Hills 3-Phase Conversion, WO 147008
6. Western Hills 3-Phase Conversion, WO # 156340

Motion by Jana Burris

Seconded by Bill Woolsey

To approve C & M Electric utilizing already board approved contracted pricing for the construction of the 3-Phase Conversions for Cedar Hills WO #147008 and Western Hills WO #156340 and CEC agrees to share the estimated project cost with the developers to convert the existing single phase to three phase service.

11. OAEC Report

Report was given by Mr. Duncan during his CEO Report.

12. WFEC Report

Mr. Autry gave a brief WFEC report that included current projects and updates.

13. Other Business

There was nothing to discuss

14. Adjournment

There being no further business to be discussed, upon a motion made Brent Franks and seconded by Jana Burris. The meeting was adjourned at 11:50 am.

Board Expenses Reported for August 1 through August 31, 2021

Mike Brewer	\$550.00
Bill Woolsey	\$583.60
Ken Autry	\$902.00
Stacy Nichols	\$637.36
Brent Franks	\$550.00
Debbie Cody	\$567.92
Perry Thompson, Jr.	\$558.40
Jarred Campbell	\$600.40
Jana Burris	\$838.16



President


Secretary/Treasurer

9-28-21

Date
9-28-21

Date

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – September 28, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of August 31, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off August 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
 - e. Form 990 Review
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. Election of 2021 -2022 Officers Brent Franks
 - b. Election of 2022 WFEC Representative & Alternate Representative Presiding President
 - c. Election of 2022 OAEC Representative & Alternate Representative Presiding President
 - d. Approval of Strategic Planning Meeting Oct. 5-6th 2021 Presiding President
 - e. Large Power Service with Avoided Facilities Rate Kooney Duncan
 - f. Choctaw Nation Oklahoma Hochatown Adventures Kooney Duncan
 - g. WFEC Facilities Agreement Kooney Duncan
 - h. Timber Creek Ridge Phase IX Kooney Duncan
 - i. Carter Mountain West Development Kooney Duncan
 - j. Bear Ridge Development Kooney Duncan
11. WFEC Report Ken Autry
12. Other Business Presiding President
13. Adjournment Presiding President

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – October 26, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of September 28, 2021 Board Meeting Minutes **Action**
 - b. Approval of October 5-6, 2021 Special Board Meeting Minutes **Action**
 - c. Authorization to Write Off September 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports..... Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEC Power Bill
 - d. Review of Check Register
 - e. 2022 Budget Review
7. Attorney’s Report..... Frank Wolf
8. CEO Report..... Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. Form 990 Approval Bill Miller, Bolinger, Segars, Gilbert & Moss, LLP
 - b. Capital Credit Allocation Kaitlyn Moffatt
 - c. Account Management Kaitlyn Moffatt
 1. 2021-15 Regarding Signature For Signing Checks
 2. 2021-16 Energize Credit Union
 3. 2021-17 First United Bank Account Management
 4. 2021-18 First Bank Account Management
 5. 2021-19 Idabel National Bank Account Management
 6. 2021-20 Raymond James & Associates Account Management
 7. 2021-21 CoBank Account Management
 8. 2021-22 CFC PAS Paying Agent Account Management
 - d. Benefit Renewal Kooney Duncan
 - e. 2022 Annual Meeting..... Jia Johnson
 - f. Vehicles Guy Dale
 - g. Lost Creek North Development Kooney Duncan
 - h. Hickory Ridge Development Kooney Duncan
11. OAEC Report Kooney Duncan
12. WFEC Report Ken Autry
13. Other Business Brent Franks
14. Adjournment..... Brent Franks

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 28, 2021.

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 9:12 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, Kaitlyn Moffatt, Supervisor of Accounting, 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

Mr. Duncan introduced Stan Self, Director Utility Authority, Choctaw Nation of Oklahoma.

4. Consent Items

- a. **Approval of August 31, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write of Uncollected Accounts for August 2020.**

Motion by Stacy Nichols
Seconded by Bill Woolsey

To approve the August 31, 2021 Regular Board Meeting Minutes and to approve Write-Off of Uncollected Accounts for August 2020 in the amount of \$2,874.09.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Highway 3 ODOT project Part A and Part B are in progress
- 3-year Construction Work Plan in progress
- A 3-phase underground project is in progress
- East and west service crews completed 518 cases.

- East and west construction crew completed 38 cases
- Contract crew completed a single phase to three phase conversion
- Construction contractors continuing work on developments.
- Staking continues for several developments in the service area.

Right of Way

- CEC Right of Way crew worked several areas needing hot spot work and clearing for line conversion.
- Contract crews worked on Westbank Sub Feeder 2 north and west of Hugo. The crews cleared 41 miles of line for the month. An additional crew began work on Darwin Sub Feeder 3.

Safety and Fleet

- CEC continues to maintain an excellent safety record.

Information Technology

- Continuing to work on mapping project. This is a 1-to-2-year project
- Substation communication being upgraded with current technology
- Logistics for the pole inspection is being implemented

Customer Service

- A total of 4,156 calls taken. Average daily calls 189
- Year to date kiosk payments 1,754
- 2,610 paperless billing accounts, 872 prepaid accounts and 6,336 using Smarthub.

Member Services

- Members continue to take advantage of our storm shelter loan program.

6. Financial Report

The August 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- August Revenue \$5,024,579, YTD Revenue \$35,289,305
- August Cost of Power \$3,223,342, YTD Cost of Power \$21,645,833
- YTD Net Margins \$7,250,628
- August Total kWh Sales \$48,128,742
- August WFEC kWh Purchased 49,623,747, Average Cost per kWh \$0.0650
- August 2021 Active Services 20,244, August 2020 Active Services 19,467

7. Attorney's Report

Mr. Wolf advised the board he was preparing an Attorney's Opinion to Cobank.

8. CEO Report

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

- OAEC Safety and Loss Control Committee
- Cooperative Broadband Coalition Meeting
- WFEC Manager's meeting
- CEC promotional program for paperless billing through the end of the year.

At the end of this report, Mr. Duncan reviewed a presentation that explained the WFEC Fuel Cost.

9. Executive Session

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

Motion by Debbie Cody at 10:49 a.m.

Seconded by Jana Burris

To enter Executive Session. The motion carried.

Motion by Jana Burris at 11:28 a.m.

Seconded by Debbie Cody To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

10. Action Items

a. Election of 2021 -2022 Officers

1. Office of the President

Mr. Franks called for nominations for the office of President. Mr. Autry nominated Brent Franks.

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

Motion by Bill Woolsey

Seconded by Perry Thompson, Jr.

Brent Franks was elected President of the board of trustees by majority vote.

2. Office of Vice President

Mr. Franks called for nominations for the office of Vice-President. Mr. Autry nominated Jarred Campbell.

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

Motion by Ken Autry

Seconded by Perry Thompson, Jr.

Jarred Campbell was elected Vice-President of the board of trustees by majority vote.

3. Office of Secretary/Treasurer

Mr. Franks called for nominations for the office of Secretary/Treasurer. Mr. Autry nominated Perry Thompson, Jr.

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

Motion by Bill Woolsey

Seconded by Mike Brewer

Perry Thompson, Jr. was elected Secretary/treasurer of the board of trustees by majority vote.

b. Election of WPEC Representative & Alternate Representative

1. WPEC Representative

Mr. Franks called for nominations for WPEC Representative. Mr. Thompson nominated Ken Autry.

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

Motion by Jarred Campbell

Seconded by Jana Burris

Ken Autry was elected WPEC Representative by acclamation.

2. WFEC Alternate Representative

Before nominations discussions took place concerning the WFEC Alternate Representative. Following discussion, the board determined Choctaw Electric Cooperative would be better served by appointing Mr. Duncan as the alternate WFEC Representative.

Motion by Jana Burris
Seconded by Debbie Cody

To appoint Kooney Duncan as the Alternate WFEC Representative.

The motion was approved without discussion. Motion carried.

c. Election of 2022 OAEC Representatives

1. OAEC Representative

Mr. Franks called for nominations for 2022 OAEC Representative.

Jana Burris was nominated from the floor. As there were no other nominations, President Franks asked for a motion to close nominations.

Motion by Jarred Campbell
Seconded by Bill Woolsey

Jana Burris was elected OAEC Representative by acclamation.

2. OAEC Manager Representative

Motion by Brent Franks
Seconded by Mike Brewer

To appoint Kooney Duncan as OAEC Representative.

The motion was approved without discussion.

d. Approval of Strategic Planning Meeting

Motion by Stacy Nichols
Seconded by Debbie Cody

To approve the Choctaw Electric Cooperative Strategic Planning Meeting to take place October 5th and 6th at the Kiamichi Technology Center in Hugo Oklahoma.

The motion was approved without discussion. Motion carried

e. Large Power Service with Avoided Facilities Rate

Motion by Mike Brewer
Seconded by Perry Thompson, Jr.

To approve the Large Power Service with Avoided Facilities Rate.

The motion was approved without discussion. Motion carried

f. Choctaw Nation Oklahoma Hochatown Adventures

Motion by Bill Woolsey
Seconded by Jarred Campbell

To authorize Kooney Duncan, CEC Chief Executive Officer to enter into an agreement with the Choctaw Nation of Oklahoma for the Hochatown Adventures Project.

The motion was approved without discussion. Motion carried.

g. WFEC Facilities Agreement

Motion by Debbie Cody
Seconded by Jana Burris

To authorize Kooney Duncan, CEC Chief Executive Officer to enter into agreement with Western Farmers Electric Cooperative for the construction of a new Substation for the Choctaw Nation of Oklahoma Hochatown Adventures Project.

The motion was approved without discussion. Motion carried.

h. Timber Creek Ridge Phase IX

Motion by Mike Brewer
Seconded by Perry Thompson, Jr.

To approve Blackout Power for the construction of Timber Creek Ridge Phase IX Development project based on work order estimates, and labor from the contractor.

The motion was approved without discussion. Motion carried.

i. Carter Mountain West

Motion by Ken Autry
Seconded by Jana Burris

To approve Orbital Power Services for the construction of Carter Mountain West Development project based on work order estimates, and labor from the contractor.

The motion was approved without discussion. Motion carried

j. Bear Ridge Development

Motion by Debbie Cody
Seconded by Jana Burris

To approve Orbital Power Services for the construction of Bear Ridge Development project based on work order estimates, and labor from the contractor.

The motion was approved without discussion. Motion carried.

11. WFEC Report

Mr. Autry reviewed the WFEC Managers Verbal Report.

12. Other Business

President Franks presented Jana Burris her Cooperative Certified Director certificate. Ms. Burris completed all director courses for certification.

11. Adjournment

There being no further business to be discussed, upon a motion made Mike Brewer and seconded by Jana Burris. The meeting was adjourned at 12:07 pm.

Board Expenses Reported for September 1 through September 28, 2021

Mike Brewer	\$600.00
Bill Woolsey	\$661.60
Ken Autry	\$1,157.20
Stacy Nichols	\$747.84
Brent Franks	\$706.40
Debbie Cody	\$616.80
Perry Thompson, Jr.	\$666.64
Jarred Campbell	\$654.88
Jana Burris	\$681.76



 President



 Secretary/Treasurer

10-26-21

 Date

10-26-2021

 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 26, 2021.

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
Bill Woolsey, District D	Ken Autry, District I	

Stacy Nichols, Debbie Cody, and Jarred Campbell participated via teleconference. Mike Brewer was absent.

There being a quorum, President Brent Franks presided and called the meeting to order at 9:30 a.m. Technical problems with the video conferencing equipment caused the board meeting to begin later than normal.

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

4. Consent Items

- a. **Approval of September 28, 2021 Regular Board Meeting Minutes**
- b. **Approval of October 5 - 6 2021 Special Board Meeting Minutes**
- c. **Authorization to Write off Uncollected Accounts for September 2020.**

Motion by Ken Autry
Seconded by Perry Thompson, Jr.

To approve the September 28, 2021 Regular Board Meeting Minutes the October 5 - 6 2021 Special Board Meeting Minutes and Write-Off of Uncollected Accounts for September 2020 in the amount of \$8,411.49.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Highway 3 ODOT project Part B nearly complete
- 3-year Construction Work Plan in progress

- East and west service crews completed 444 cases.
- East and west construction crew completed 29 cases
 - East construction crew completed a 24 pole overhead primary and 700 feet underground primary
- Maintenance crew complete 21 cases and a 4- pole bridge project.
- Construction contractors continuing work on several developments.
- Contractor completed a 3-phase conversion project, bad pole changeout on Hwy 98 south and beginning bad pole change in Bethel area.
- Staking continues for several developments in the CEC service area.

Right of Way

- CEC Right of Way crew worked the Bethel Sub Feeder 3 clearing 12.6 miles
- Contract crews worked on Westbank Sub Feeder 2 and the Darwin Sub Feeder 3 clearing 39.5 miles.

Safety and Fleet

- All CEC employees attended a Stop the Bleed Safety Training
- CEC continues to maintain an excellent safety record.

Information Technology

- Continuing to work on the mapping project. This is an ongoing 1-to-2-year project
- Substation communication being upgraded with current technology
- Logistics for the pole inspection is being implemented
- Attended Outage Management training.

Customer Service

- A total of 4,139 calls taken. Average daily calls 197
- Year to date kiosk payments 2,012
- Continuing promotion for paperless billing accounts.

Member Services

- The department has been very active in community events and meetings.
- Attended Key account training

6. Financial Report

The September 2021 Financial report was given by Mr. Duncan and Mrs. Moffatt.

- September Revenue \$5,128,696, YTD Revenue \$40,418,001
- September Cost of Power \$2,957,051, YTD Cost of Power \$24,602,884
- YTD Net Margins \$8,156,002
- September Total kWh Sales 46,979,239, Revenue from September Electric Sales \$5,086,255
- September WFEC kWh Purchased 42,593,282, Average Cost per kWh \$0.0694
- September 2021 Active Services 20,273, September 2020 Active Services 19,520

After the Financial Report, Mrs. Moffatt gave the board a budget review for the year 2022.

Attorney's Report

Mr. Wolf did not have a report.

7. CEO Report

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

- OAEC Board Meeting
- WFEC Board Meeting and Committee Meeting
- Cooperative Broadband Coalition Meeting
- CEC staff and Board of Trustees participated in a Strategic Planning Session hosted by CFC.
- CEC promotional program for paperless billing through the end of the year.

At the conclusion of the CEO Report there was brief discussion concerning action to move the Form 990 Approval prior to entering Executive Session.

Motion by Bill Woolsey
Seconded by Jana Burris

To hear Action Item a. Form 990 approval before entering Executive Session.

The motion was approved without discussion. Motion carried.

Action Item

a. Form 990 Approval – Bill Miller – Bolinger, Segars, Gilbert & Moss, LLP

Mr. Miller reviewed the Form 990 via teleconference.

Motion by Bill Woolsey
Seconded by Perry Thompson, Jr.

To approve the Form 990.

The motion was approved without discussion. Motion carried.

8. Executive Session

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

Motion by Jana Burris at 11:04 a.m.
Seconded by Ken Autry

To enter Executive Session. The motion carried.

Motion by Jana Burris at 12:45 p.m.
Seconded by Ken Autry

To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

9. Action Items

a. Form 990 Approval

Action item was heard prior to Executive Session as per motion above.

b. Capital Credit Allocation

Motion by Bill Woolsey
Seconded by Jana Burris

To approve the 2020 Capital Credit Allocation based on the 2020 year-end financial statements.

The motion was approved without discussion. Motion carried.

c. Account Management

Motion by Jana Burris
Seconded by Perry Thompson

To approve Resolutions

1. 2021-15 Regarding Signature For Signing Checks
2. 2021-16 Energize Credit Union
3. 2021-17 First United Bank Account Management
4. 2021-18 First Bank Account Management
5. 2021-19 Idabel National Bank Account Management
6. 2021-20 Raymond James & Associates Account Management
7. 2021-21 CoBank Account Management
8. 2021-22 CFC PAS Paying Agent Account Management

The motion was approved without discussion. Motion carried.

d. Benefit Renewal

Motion by Bill Woolsey
Seconded by Jana Burris

To continue with the Kempton Group as plan administrator and the Standard Healthcare Plan and High Deductible Healthcare Plan with the Health Savings Account and continue the NRECA Benefits.

The motion was approved without discussion. Motion carried.

e. Annual Meeting

Motion by Ken Autry
Seconded by Bill Woolsey

To approve September 24 for the 2022 Annual Meeting and research having the meeting held at the Antlers Fairgrounds.

The motion was approved without discussion. Motion carried.

f. Vehicles

Motion by Perry Thompson, Jr.
Seconded by Jana Burris

To amend the June 29, 2021 approved vehicle purchase price due to delivery and cost and approve the purchase of an additional available unit.

The motion was approved without discussion. Motion carried.

g. Lost Creek North Development

Motion by Bill Woolsey
Seconded by Ken Autry

To approve Orbital Power for the construction of Lost Creek North Development project based on work order estimates, and labor from the contractor.

The motion was approved without discussion. Motion carried.

h. Hickory Ridge Development

Motion by Perry Thompson, Jr.

Seconded by Jana Burris

To approve Blackout Power Services for the construction of Hickory Ridge Development project based on work order estimates, and labor from the contractor.

The motion was approved without discussion. Motion carried.

11. WFEC Report

Mr. Autry gave a brief WFEC report.

12. Other Business

Mr. Duncan read a letter from Mike Brewer sadly informing the board of trustees that after 7 years serving as trustee for District H he was retiring and would not be serving the remainder of his term.

10. Adjournment

There being no further business to be discussed, upon a motion made Stacy Nichols and seconded by Jana Burris. The meeting was adjourned at 1:07 pm.

Board Expenses Reported for October 1 through October 26, 2021

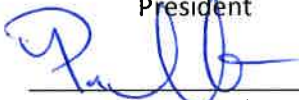
Bill Woolsey	\$750.80
Ken Autry	\$1,226.96
Stacy Nichols	\$824.72
Brent Franks	\$750.80
Debbie Cody	\$685.84
Perry Thompson, Jr.	\$672.96
Jarred Campbell	\$750.80
Jana Burris	\$838.16



President



Date



Secretary/Treasurer



Date

CHOCTAW ELECTRIC COOPERATIVE
Special Board Meeting of the Board of Trustees
Held at the Kiamichi Technology Center
107 South 15th Street, Hugo, OK
October 5, 2021 – 8:00 am – 4:00 pm
October 6, 2021 – 8:00 am – 12:00 pm

AGENDA

	October 5 - 6, 2021	
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.	Strategic Planning Session	National Rural Utilities Cooperative Finance Corp. Strategic Services Dept.
5.	Adjournment	

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

Special Bord Meeting Minutes of the Board of Trustees

The special meeting of the board of trustees of Choctaw Electric Cooperative was held at the Kiamichi Technology Center, in Hugo Oklahoma October 5th and 6th, 2021 for the purpose of Strategic Planning.

1. Call to Order and Roll Call

The following trustees were present:

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

Mike Brewer was not present.

There being a quorum, President Brent Franks presided and called the meeting to order at 8:12 a.m.

Choctaw Electric Cooperative staff present: Kooney Duncan, CEO General Manager, Jennifer Boling, Executive Assistant, Kaitlyn Moffatt, Supervisor of Accounting, and Rickey Bowen, Information System Administrator, Jake Johnson, Distribution Engineer, Hilary Pound, Billing & Customer Supervisor, Guy Dale, Supervisor of Safety & Loss Control Coordinator, Darin Kirkes, Supervisor of Maintenance, Mike Mahaffey, Supervisor of Operations, Jia Johnson, Director of Member Services & Public Relations.

2. Introduction of Guests


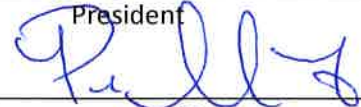
Billy Kulwicki and Lindy LaChance, National Rural Utilities Cooperative Finance Corp. were introduced.

3. Strategic Planning Session

Mr. Franks handed the meeting over to Billy Kulwicki and Lindy LaChance who facilitated the two-day Strategic Planning Session.

4. Adjournment

As the Strategic Planning Session was concluded and there being no further business to be discussed, upon a motion made Ken Autry and seconded by Bill Woolsey, the meeting was adjourned at 11:30 am October 6th, 2021.

 _____ President	 _____ Secretary/Treasurer
---	---

10-26-21 _____ Date	10-26-2021 _____ Date
---------------------------	-----------------------------

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – November 30, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of October 26, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off October 2020 Uncollected Accounts..... **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports..... Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEK Power Bill
 - d. Review of Check Register
7. Attorney’s Report.....Frank Wolf
8. CEO Report..... Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. 2022 Wage & Salary Adjustments Kooney Duncan
 - b. 2022 O & M and Capital Budget Kaitlyn Moffatt
 - c. Winding Creek Phase II Development Kooney Duncan
11. WFEK Report Ken Autry
12. Other Business Brent Franks
13. Adjournment..... Brent Franks

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 30, 2021.

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
Bill Woolsey, District D	Ken Autry, District I	

There being a quorum, President Brent Franks presided and called the meeting to order at 9:30 a.m. Technical problems with the video conferencing equipment caused the board meeting to begin later than normal.

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

4. Consent Items

- a. **Approval of October 26, 2021 Regular Board Meeting Minutes**
- b. **Authorization to Write off Uncollected Accounts for October 2020.**

Motion by Debbie Cody
Seconded by Jana Burris

To approve the October 26, 2021 Regular Board Meeting Minutes and Write-Off of Uncollected Accounts for October 2020 in the amount of \$3,555.22.

Approved without discussion. The motion carried.

5. Department Reports

Mr. Duncan gave an account of current department activities.

Service and Construction

- Pole Inspections have begun.
- 3-year Construction Work Plan in progress
- East and west service crews completed 487 cases.
- East and west construction crew completed 30 cases
- East construction crew completed a 24 pole overhead primary and 700 feet underground primary

8. Executive Session

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

Motion by Ken Autry at 10:53 a.m.

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

Motion by Ken Autry at 11:52 a.m.

Seconded by Jana Burris To reconvene in regular session. The motion carried.

The meeting reconvened in regular session.

9. Action Items

a. 2022 Wage and Salary Adjustments

Motion by Perry Thompson, Jr.

Seconded by Ken Autry

To approve a 3% annual base salary increase for non-union employees effective January 1, 2022 and a five-hundred-dollar performance bonus based on job performance, and our excellent safety record.

The motion was approved without discussion. Motion carried.

b. 2022 O & M and Capital Budget

The was no action taken. Kaitlyn Moffatt, CEC Accountant presented the 2022 Operations ad Capital Budget to the Board of Trustees. Board members were given a complete budget to review and consider for approval at the next board meeting.

c. Winding Creek Phase II Development

Motion by Bill Woolsey

Seconded by Debbie Cody

To accept the bid from Blackout Power on this project based on work order estimates and labor bid from the contractor.

The motion was approved without discussion. Motion carried.

11. WFEC Report

Mr. Autry gave a brief WFEC report.

12. Other Business

There was no business to discuss

10. Adjournment

There being no further business to be discussed, upon a motion made Brent Franks and seconded by Jana Burris. The meeting was adjourned at 12:46 pm.

CHOCTAW ELECTRIC COOPERATIVE

Regular Meeting of the Board of Trustees

1033 N 4250 Rd – Hugo, OK 74743

9:00 am – December 28, 2021

BOARD MEETING AGENDA

1. Call to Order & Roll Call Brent Franks
2. Invocation & Pledge of Allegiance Upon Call from the President
3. Introduction of Guests Brent Franks
4. Consent Items
 - a. Approval of November 30, 2021 Board Meeting Minutes **Action**
 - b. Authorization to Write Off November 2020 Uncollected Accounts **Action**
5. Department Reports Kooney Duncan
 - a. Service & Construction
 - b. Right of Way & Service Quality
 - c. Safety & Technical Operations
 - d. IT System Report
 - e. Customer Service & Billing
 - f. Member Services
6. Financial Reports Kooney Duncan & Kaitlyn Moffatt
 - a. Financial Presentation
 - b. Form 7
 - c. WFEK Power Bill
 - d. Review of Check Register
7. Attorney's Report Frank Wolf
8. CEO Report Kooney Duncan
9. Executive Session Upon Call from the President
 - a. Personnel, Contracts, Legal Matters
10. **Action Items**
 - a. 2022 O & M and Capital Budget Kaitlyn Moffatt
 - b. Policy & Procedure Revisions Kooney Duncan
 - c. 2022 Right of Way Maintenance Kooney Duncan
 - d. 2022 Vehicle Purchase Guy Dale
 - e. CEO Evaluation Brent Franks
 - f. New CEC Electric Bill Format Hilary Pound
 - g. 2022 Board Meeting Dates Kooney Duncan
11. OAEC Report Jana Burris & Kooney Duncan
12. WFEK Report Ken Autry
13. Other Business Brent Franks
14. Adjournment Brent Franks