

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING – DECEMBER 10, 2015**

DIRECTORS PRESENT WERE:

Tom Nate Wayne Mauldin Ernie DeWinne Harry Maxwell Bonnie Tidball

OTHERS IN ATTENDANCE:

Charlene Greenhill Karen Antill

The meeting was called to order by President Tom Nate at 2:00 p.m. December 10, 2015.

MINUTES: Each Director read the Minutes of the November 12, 2015 Board Meeting.

MOTION:

Wayne Mauldin made a motion to accept the November 12, 2015 minutes as presented.

Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

TREASURER REPORT: Ernie DeWinne presented the balance sheet and profit and loss statements as of October 31, 2015, November 30, 2014 and November 30, 2015.

MOTION:

Wayne Mauldin made a motion to accept the treasurer's report as presented.

Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

FIELD OPERATIONS: The Board read over Joe's report that he has patched the road in unit 5 and 7, took in the monthly samples and has been training his new helper. Joe will be on vacation during most of December.

OFFICE OPERATIONS: Karen Antill reported that she will be sending out disconnect notices on December 18th to be disconnected on December 28th.

CLASS C LICENSE OPERATOR: Charlene Greenhill reported that she received a letter from TCEQ and was advised that there will be new rules regarding samples effective April 1, 2016, and the TCEQ will be holding workshops in January and February, and her and Joe will try to attend. Charlene reported that she has been working on year end reports, water audit reports, water loss reports and will work on the year end RVS reports and close out RVS for the year with Karen. Charlene reported that she has the list from our auditor and will start gathering documents to get ready for the audit.

OLD BUSINESS:

UPDATE ON WELL #5 WELL PROJECT: Ernie DeWinne reported that Thonhoff sent the corrected bid package to the USDA. Ernie advised that he sent updates on the cost of the leak detectors and meters to add to the well #5 bid package. The Board discussed and are not sure they want to purchase the leak detectors and will look into it further.

UPDATE ON STATUS OF USDA LOAN AND REVIEW ANY NEEDED RESOLUTIONS: Ernie DeWinne reported that he has scanned and sent the loan documents to the USDA. Ernie advised that our title company has sent in a draft title policy document to the USDA. Ernie advised that our attorney is working on a release of lien on our land to be approved in Austin on January 4, 2016. Ernie advised that we need a maintenance plan and management plan and will work with Charlene on this.

NEW BUSINESS:

DISCUSS OFFICE BACKUP EMPLOYEE: Ernie DeWinne advised that he thinks that when the office is closed for a full day we should have a backup employee to cover. The Board discussed and agreed to have a backup employee to split with DRROA, Ernie suggested seeing if Linda Savage would be interested.

MOTION:

Ernie DeWinne made a motion to hire along with the DRROA a backup office person to have on call at \$10.00 an hour. Wayne Mauldin seconded the motion. - The Board voted unanimously and the motion passed.

DISCUSS CELL PHONE SIGNAL BOOSTER PURCHASE: Ernie DeWinne advised that since the DRROA put the metal roof on the office building cell service has suffered and would like to see the BRRWSC and DRROA split the purchase price of a phone signal booster.

MOTION:

Ernie DeWinne made a motion to authorize the purchase of a phone signal booster and split the purchase price with DRROA. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

DISCUSS ADDING WALLS TO OUR STORAGE AT PLANT #2: The Board discussed adding three walls to the storage at plant #2 to keep equipment out of the weather. The Board discussed and asked Joe to get some bids.

MOTION:

Ernie DeWinne made a motion to allow Joe to purchase the materials needed for the three walls at plant 2 if it's under \$1,000.00. Wayne Mauldin seconded the motion. - The Board voted unanimously and the motion passed.

DISCUSS APPROVAL OF AUDIT ENGAGEMENT LETTER FOR 2015 AUDIT: The Board went over the engagement letter for the 2015 audit with EDE & Company LLC.

MOTION:

Wayne Mauldin made a motion to sign the annual audit engagement letter with EDE & Company LLC. for \$3,950.00. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

DISCUSS & APPROVE 2016 ELECTION TIMELINE: Ernie DeWinne advised that each year the Board has to approve the election timeline, annual meeting notice, ballots, directors' application and election procedures. The Board went over and approved all the documents as presented.

MOTION:

Ernie DeWinne made a motion to accept the election timeline as presented. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to accept the annual meeting notice as presented. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to accept the annual meeting ballot as presented. Wayne Mauldin seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to accept the directors' application as presented. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to accept the election procedures as presented. Bonnie Tidball seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to adjourn the meeting into Executive Session. Wayne Mauldin seconded the motion. - The Board voted unanimously and the meeting was adjourned into Executive Session.