

**QUINCY WATER ASSOCIATION
BOARD MEETING MINUTES**

December 10, 2014 Board Meeting

Linda Hooper called the meeting to order at 3:56 PM at the PUD.

Board members present:

Linda Hooper, Jim Malisch, Kim Bunnell, Debbie Greeley, Chuck Leavy

Minutes – November Minutes approved as presented.

Financials approved as presented.

Maintenance Report –

The water usage reports were reviewed. There is a possible error with the backflow meter at the well site. Jim suggested a different type of meter. Mack from ATEC will check for contact information on the supplier and will notify Jim.

Old Business:

Maintenance items -

Project Maintenance Items –

1. Test of Well 2A – ATEC held a training class at the well site on December 9 which included Hiland workers and board members. The Potassium permanganate (PP) pump was working but we do not have any PP on the shelf. It was decided that Well 2A needs to be flushed for an extended period of time so that the discolored water would not be put through the filter. The board would like Hiland to include flushing Well 2A regularly on the maintenance schedule – after disconnecting it from the PP pump. The test of Well 2A will be scheduled after the PP is replaced. Kim will document the procedure.
 - Deb will contact Hiland about the following:
 - Replacement of PP; info on shelf life of PP
 - Test vials
 - Test chemicals

QWA governing documents – The board discussed the next step for the governing documents.

- A timeline of events leading up to the vote and potential adoption of the documents was discussed and fine-tuned.
- The letter to the members that will accompany the documents was discussed.
- The board discussed contacting the selected preview panel and what they should focus on when previewing the documents.
- A motion was made and approved for a resolution to send the Restated Articles and Bylaws to a panel for review then presenting them to the membership. (5-0)

The board discussed the membership ledger. Chuck and Debbie will go through the old minutes to see if there is information on the price of membership. Jim will put the information into the ledger along with any information he can find in the files, then the board will set a book value.

Hogan Bays met with Linda and Jim to discuss the holding tank on the Ilmari site. The monastery's lease expires in 2024.

New Business:

Past due –

- Account #1528 is more than 120 days overdue – Jim sent a final letter in November but there has been no response. The last payment was June 18, 2014. A motion was made and approved to terminate Leslie Pugh's membership and remove the meter for the amount owed. (5-0)

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- Account #1527 – A motion was made and approved to excuse the \$50 in late fee charges for Marge Johnson at the request of Marilyn from Hiland. (5-0) The board would like a note in her records that this is a one time only arrangement.
- Account #1488 is an estate – need to find out status and executor
- Account #1493 is an estate – need to find out status of executor

Phone log –
Nothing of note.

The board discussed options for a new provider to perform our annual financial review and required IRS documents (990). Jim and Kim will interview Kenna Kay Bussert, CPA of Bussert Law & Associates, LLP in Astoria. The estimated cost will be \$800-\$1200.

Meeting adjourned at 6:00 PM.

Transcribed and submitted by Debbie Greeley