

# BLUE LAKE SPRINGS MUTUAL WATER COMPANY

Minutes of the 4th Interim Meeting • Arnold, California

Thursday, January 11, 2024 2:00pm

Via Zoom and at 1011 Blagen Road Board Room

00:00:18

## CALL TO ORDER:

The meeting was called to order at 2:04pm via Zoom and in person. Directors present were: Bruce Utter, Jon Dashner, Jeff Jones, Sharon Tobias, and Bill Cover. Absent were Directors: Andy Rich and Dan Crosby. Also, in attendance were General Manager Tyler Mayo, Office Administrator Kathy Powell, Standing Committee's member Craig Lutz, Legal Counsel Andrew Ramos, and Customer Service Representative Anneliese Gill.

00:01:00

## ROLE CALL:

A quorum was established.

00:02:03

## PUBLIC COMMENT:

There was no public comment.

00:02:19

**MOTION**

## APPROVAL OF CONSENT CALENDAR:

A **MOTION** was made by Director Dashner and seconded by Director Jones to approve the Consent Calendar. The **MOTION** was approved by all present. Financials are in draft and will be approved at a future meeting.

00:03:40

## COMMITTEE REPORTS:

### General Managers Report:

GM Mayo reported that the 2024 budget is finalized and available to the public; introduced the new field operator and customer service representative; annual water usage is at a 10-year low; the Cross-Country project has been completed; a new company truck was purchased; and one of our hydrants was hit by a car. GM presented pictures of the Cross-Country project and the damaged fire hydrant.

00:15:28

**MOTION**

## NEW BUSINESS:

### Sick Paid Leave Updated per CA Law in Employee Handbook:

OA Powell presented the CA law and the need to amend the Sick Leave policy in the Company Employee Handbook. Director Dashner made a **MOTION** to accept the changes presented, seconded by Director Utter, and approved by all present via roll call. The change was reviewed by Legal Counsel Ramos' Law Office.

00:19:55

### Appointment of Elections Chair:

President Tobias confirmed that Director Bill Cover volunteered to be the Elections Chair this year.

00:22:32

### March/ May Meeting to Meet in Person:

President Tobias presented the need to meet in person for the next Board Meeting, which was accepted by the Directors present, and scheduled for the March 14, 2024 meeting, pending weather conditions.

00:25:43

**MOTION**

### Call For Candidates/ Mailing versus Sending with February Billing:

OA Powell communicated the ways to send out the Call For Candidates letter. Director Cover made a **MOTION** to send individual mailings to all Shareholders separate from the billing invoices, which was seconded by Director Dashner, and approved by all present via roll call.

00:36:52

### Report on Monthly Billing/Invoices/Receivables:

OA Powell reported on billing, receivables, and aged accounts.

00:38:21

### Reportable Items:

GM Mayo reported on old items. No additional items were added.

## ADJOURNMENT:

00:39:31

As there was no other business to come before the Board, the meeting was adjourned by President Tobias at 2:44pm.

Respectfully submitted by OA Kathy Powell, in conjunction with the digital recording of the meeting.

**APPROVED:March 14, 2024**

NEXT REGULARLY SCHEDULED MEETING: March 14, 2024 @2pm