

ROBIN HOOD WATER USERS ASSOCIATION

ANNUAL MEMBERSHIP MEETING AGENDA

SEPTEMBER 7, 2024

MEETING CALLED TO ORDER:

Meeting was called to order at 10:05 am by Gloria Villaverde, President

INVOCATION:

Invocation given by Tojia Morris

INTRODUCTION OF DIRECTORS/OFFICERS

Gloria Villaverde, President

Steph Snedden, Vice President

Sue Leeah, Asst Sec/Treasurer

Tojia Morris, Sec/Treasurer

Marshall Paul, Director

Charles Barnes, Director

Rick Crain, Director

REPORT OF ATTENDANCE:

Including Directors present, there were 40 persons present, representing 24 association members. There are currently 160 hookups. Steph Snedden thanked everyone for their attendance and support of RHWUA.

APPOINTMENT OF ELECTION JUDGES:

David Ochoa and Darrel Heller will serve as the judges.

APPROVAL OF MINUTES OF THE 2023 MEMBERSHIP MEETING:

Previous minutes were read by Tojia Morris, and approved with 19 votes Yes, and 0 Opposing.

REPORTS OF OFFICERS AND KEY PERSONNEL:

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Gloria Villaverde, President reported that as promised in the Dec 2023 meeting that we have been very transparent. All minutes of meetings and all announcements have been posted on Facebook, our website, and the bulletin board. Since December 2023, this board has observed their fiduciary duty. We have established committees: Infrastructure, Financial Review and Communications. A Bylaws ad hoc committee revised the RHWUA bylaws to correct some shortcomings. Directors and committee members are working on a Policy and Procedure manual.

Steph Snedden, Vice President reported our water supply. She commented that we must continue to monitor the water flow. We have 2 sources of water, the spring in Hyatt canyon and the water well. The water well kicks on when the pressure in the tanks drops below set number. We currently have 8 10,500gallon tanks. We started at 16gpm and currently are at 14gpm.

Sue Leeah, Asst sec/treasurer reported that total cash received during 9/1/23 and 8/31/24 was \$92,607.64. We had Total Disbursements/Admin Expenses of \$20,077,00. Total Disbursements/Operation Expenditures were \$54,676.00. Our books will be going to El Paso to a CPA for the end of year external audit and taxes.

Steve Brito, System Operator/Water Master reports that we have had 5 main line leaks this year and 5 surface valve replacements. Steve asks that everyone be very vigilant in looking for and spotting any leaks and reporting them immediately. Steve Brito and Parker Cheney, Asst Water Director repaired the chlorinator and worked on the bypass for easier access when making repairs and changing the injectors. Steve reports his number 1 objective is TO PROVIDE CLEAN SAFE DRINKING WATER AT ALL TIMES. He reports that we have PVC pipe and will be changing to HDPE pipe for longevity.

Roy Price asks, "is the water from the well chlorinated?" Steve replied no that it goes to the tanks to be mixed with chlorinated water. He checks the levels every other day. Steve discussed an upcoming project to replace the water line from Sherwood Forest/Minstrel rd to 46 Sherwood Forest. Pat Smith asked if this would cause a major problem with the black top on

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Sherwood Forest. Steve replied that it would cause some disruption, but we would do our best to minimize the disruption. Darrel Pehr asked where this replacement would go and how long it would take. Steve replied that he felt it should be no longer than 2 weeks but that we would do our best to avoid long closure/disruption of Sherwood Forest. Roy Price asked if we have an operational plan/disaster plan in case there are problems with the replacement of Sherwood Forest. We do have an operational plan/disaster plan. Tojia Morris stated that she would get a copy of plan and post it on Facebook, website, and bulletin board.

#### REPORTS FROM STANDING COMMITTEES:

##### INFRASTRUCTURE COMMITTEE:

Bryan Morris, Chair reports that they have identified priority areas. We will begin working on replacing the previously mentioned section of line on Sherwood Forest soon, before winter. If there are delays with procuring materials it may be pushed to Spring.

They have identified the need to work on fire mitigation around the tank area. There has been much clean up done around tanks by Pat Smith and Bryan Morris, they will be installing a sprinkler system over 3 tanks to attempt to save these tanks in case of fire. They have also identified the need to move some valve boxes to road for easier access for repairs/shut offs.

##### FINANCIAL COMMITTEE:

Cathy Chance, Chair reports that they conducted review of all the financial books in March/June/Sept. No discrepancies were identified.

##### COMMUNICATION COMMITTEE:

Jonnie Paul, Chair reports that the first goal of this team was to obtain as many phone numbers, addresses, and emails as possible from all members. This is an ongoing project to keep our membership updated. Jonnie also reports that the committee composed a letter to all the realtors. The committee took the letters to all realtors in Cloudcroft and Alamogordo. We received very good feedback from realtors. Darrel Pehr asked if there

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was any place to address the Air BnB's with the rules. Jonnie asked that every member be aware of any BnB's near them and report to the committee or board member and we would go and visit with the owner of said business about rules/regulations and remind them that they would be responsible for any water leaks or failure to shut off water when not in use. Richard Ortega asked if there was a plan in effect for monitoring abandoned properties for leaks. Rick Crain responded that it was each of our responsibility to notify any board member of any leaks. Our names and numbers are posted on the bulletin board.

#### BYLAWS COMMITTEE:

Gloria Villaverde, Chair of By Laws committee reported that she wanted to thank Bill Butler for his many hours of work reviewing and assisting to update the bylaws and be sure it was written properly. The following updates were made to the proposed bylaws: sections were rearranged; formatting was cleaned up; the date of the annual meeting was changed to the 2<sup>nd</sup> Saturday in August; standing committees were added; secretary and treasurer positions were separated; a process for members to call a meeting and remove a director for cause was written in; more than one membership may not be represented on the board; and commercially zoned properties in the Park will be monitored.

#### PROPOSED BUDGET FOR 2024-2025

Sue Leah, asst sec/treasurer reported that if approved the cash receipts will be \$83,800, cash disbursements will be \$22,575 and operation expenditures will be \$61,225. This does include the replacement of the line from Sherwood Forest/Minstrel to 46 Sherwood Forest. These numbers represent a REDUCTION to \$500 annually. Donna Dyer asks, since we are proposing a reduction in rate, did we consider the replacement of the line from the spring. This will be a very expensive repair. Steph Snedden reported that we are planning in future for that replacement. There is currently \$51,815 in the bank. Steve Brito reported that there was some discussion from the State that all copper or metal piping be removed from the ground. Steve is working on a plan if this legislation goes through. Pat Smith asked if the state mandated this would they help pay for it? Steph

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Snedden stated maybe we can look and see if there are any grants available for small associations. Joe Gaffney asked if there was anything that could be done when blatant water usage is seen. It was again stated to call the board members, and we would formulate a plan and go talk to person/persons.

#### APPROVAL OF BUDGET AND SCHEDULE OF FEES

MJ Coder moved to accept budget and schedule of fees

Joy Price 2<sup>nd</sup>. Motion was passed and approved. 21 approved and 0 opposition

#### APPROVAL OF BY LAWS

Cathy Chance motioned approval of by laws.

Christy Hudman 2<sup>nd</sup> . Approved, 21 approved and 0 opposition

#### ELECTION OF DIRECTORS:

Gloria Villaverde reports that there are currently 3 board directors up for reelection. She asked everyone to look at the ballots that were provided to each voting membership. Ballots were collected and presented to David Ochoa and Darrel Heller. It was reported that Sue Leeah was reelected for a 1 yr term, Rick Crain and Charles Barnes were reelected for 3 yr terms.

#### ANNOUNCEMENTS:

Tojia Morris reminded everyone to please slow down and abide by the speed limit of 15 mph. She also requested that each member remember to break down all boxes before putting them into dumpsters or take them to Cloudcroft for recycling. Tojia also took this time to thank everyone for attending and supporting RHWUA

#### ADJOURNMENT

Gloria Villaverde adjourned meeting at 11:25 am