



Doña Ana Mutual Domestic Water Consumers Association
Mailing Address: P.O. Box 866 • Doña Ana, NM • 88032
Physical Address: 5535 Ledesma Dr • Las Cruces, NM 88007
(575) 526-3491 Office • (575) 526-9306 Fax

The following are the minutes of the Special Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, February 3, 2015, convened at 3:00 p.m. at Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Dr., Las Cruces, NM:

Call to Order & Roll Call

President, Mr. Melton, called the meeting to order at 3:00 P.M. and called the roll:

Vice President, Emma Garcia, Excused
Secretary/Treasurer, Agnes Balizan, Present
Board Member, Kay Trujillo, Present (Arrived at 3:25 p.m.)
Board Member, Jaime Stull, Present

Others in Attendance:

Executive Director, Jennifer Horton
Legal Counsel, Lee Peters
Legal Counsel, Mary Humphrey
Administrative Assistant, Monica Serna

Mr. Melton would like to take this opportunity to welcome Ms. Humphrey as the back-up legal counsel.

Approval of Agenda

Ms. Balizan moved to approve the agenda as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call 3-0.

Minutes

Ms. Balizan moved to approve the minutes of the January 27, 2015 regular board meeting as presented; seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote to approve the minutes; the motion carried by roll call 3-0.

Customer Issues and Public Input

None.

Board President Report

1. Annual Membership Meeting: Mr. Melton stated that the Annual Membership Meeting was convened on January 28, 2015, albeit nearly an hour late, at the behest of the Chair, in an attempt to accumulate a quorum. Unfortunately, forty one members were required to constitute a quorum, and no more than twenty three were present. After approximately an hour, the Chair called for and received a motion to recess the meeting until 7:00 p.m. March 31, 2015, at the Dona Ana Elementary School Cafeteria. Numerous complaints were registered concerning the delay by the Chair in calling the meeting to order, the time of day selected for the meeting, the location of the meeting and the date set for the meeting.

Board President Report continued

The Board has absolutely no discretion in setting the meeting date of the Annual Meeting. It is specifically established by the Association's Bylaws, stating it has to be held on the last Wednesday of each January. Mr. Melton suggested that the Board needs to be ready to present proposals of methods to generate sufficient interest in the business dealings of the Association to reliably attract a quorum of 1%.

2. Mr. Melton reported that a bill has been introduced in the New Mexico House of Representatives, by Mr. Zimmerman (HB 221), which redefines "Members" to include not only property owners but also renters or lessees as eligible to become members as well as bring governance oversight of all Mutual Domestics, having a membership of over 2000 under the purview of the PRC. As of 10:00 a.m., this morning, the bill had been introduced by Mr. Zimmerman and is scheduled for the House Agriculture, Water, and Wildlife Committee on February 9, 2015, with the session beginning at 8:00 a.m. in room 315.
3. Ms. Jennifer Horton informed that a member of the staff will be recognized every month as the Employee of the Month. For the month of January, the Employee of the Month is from the Operations Department. This individual consistently has a positive attitude and always finds a way to get the job done. He has been complimented for his outstanding customer service by both the Administration Staff and our Membership. This employee goes above and beyond on a regular basis. A recent example of this is when he took the time to research problems with some of our broken meters. He followed through and found answers to some specific questions the Customer Service Department had on these meters. He then took it one step further and came in to the office and demonstrated how the meters function by taking them part and explaining the meter pieces to the staff. Ms. Horton is proud to announce that Chris Morales is the January 2015 Employee of the Month. A picture will be hung in the lobby with a picture of Mr. Morales.

New Business

No new business to report.

Unfinished Business

1. Election of Officers:
 - A. Board President: Ms. Balizan made a motion to nominate Mr. Jim Melton for President; the motion was seconded by Mr. Stull. Mr. Melton accepted the nomination. The Chair called for discussion. The Chair called for a vote on the motion; the motion carried by roll call 3-0. Mr. Melton was elected by acclamation.
 - B. Vice President: Ms. Balizan made a motion to nominate Mr. Stull for Vice President; the motion was seconded by Mr. Melton. Mr. Stull accepted the nomination. The Chair called for discussion. The Chair called for a vote on the motion; the motion carried by roll call 3-0. Mr. Stull was elected by acclamation.
 - C. Secretary/Treasurer: Mr. Melton made a motion to nominate Ms. Balizan for Secretary/Treasurer; the motion was seconded by Mr. Stull. Ms. Balizan

accepted the nomination. The Chair called for discussion. The Chair called for a vote on the motion; the motion carried by roll call 3-0. Ms. Balizan was elected by acclamation.

Closed Session

At 3:17 p.m., Ms. Balizan moved to go into closed session; seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call 3-0.

As authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsection H (2), H (7) and H (8), the following portion of the Board Meeting will be conducted in closed session:

1. Real Property and Water Rights Acquisition
2. Litigation and Threatened Litigation
3. Limited Personnel Matters

At 3:25 p.m. Ms. Trujillo arrived to the meeting.

At 3:42 p.m. Mrs. Balizan moved to go out of closed session; seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call 4-0.

Mrs. Balizan moved to go into open session at 3:42 p.m.; seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call 4-0.

Mr. Melton stated nothing had been discussed in closed session other than Real Property & Water Rights Acquisitions, Litigation & Threatened Litigation, and Limited Personnel Matters.

No Actions were taken on items discussed in closed session.

Board Open Discussion

1. Ms. Trujillo received a complaint regarding low water pressure in the Coronado/Tuscany area. Ms. Trujillo will forward information on the member to Ms. Horton.
2. Ms. Horton informed that she has received quotes, from Fleetmatics and Telematic Fleet Tracking, for installation of GPS in the work vehicles. Fleetmatics will charge \$38 a month, per vehicle. Telematic Fleet Tracking will charge \$34 a month, per vehicle. Fleetmatics will install the GPS units, as Telematic will not. For the extra charge, Fleetmatics seems to be the better choice as they will keep maintenance of the GPS units and send representatives if needed. The GPS units will produce reports such as vehicle maintenance reminders and driving speed records of users. The Board proposes that this item be discussed under New Business at the next scheduled meeting.
3. Ms. Horton informed that a sign was damaged in the customer parking lot.

Board Open Discussion continued

4. Ms. Horton informed that Burns Construction has a new subdivision in the Picacho Hills area. The City of Las Cruces approved this development, but nothing was received to Dona Ana Water until this past Friday. The request was referred to the Project Manager to see if current specifications are met. Ms. Horton will speak to the City of Las Cruces to remind them that proposals needs to be approved by Dona Ana Water.
5. Ms. Horton informed that a new apartment complex is being built near Engler and Gold Street in Dona Ana. The architects are upset because Dona Ana Water will not allow for one master meter to be used by the entire complex. Dona Ana Water will approve six inch water lines to be constructed. The architects are requesting to meet with the Board in the next meeting.
6. Mr. Peters introduced Ms. Mary Humphrey, Legal Counsel, to the Board members. Ms. Humphrey has extensive experience with Domestic Mutual Water Associations. Ms. Horton and Mr. Peters have a meeting scheduled with Ms. Humphrey to review legal issues.
7. Mr. Melton informed that he is working on developing a newsletter, to be mailed out with the March 2015 statements. He would like to have any suggestions, from the Board, on what the newsletter should consist of. Mr. Melton would like to suggest that a cost analysis be presented of the Annual Meeting of Membership. Ms. Balizan suggested that names of the Board Members and their associated Districts be indicated so members can be know who is representing them.

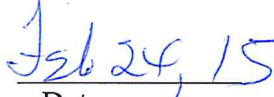
Adjournment

Motion to adjourn was made by Ms. Balizan; seconded by Ms. Trujillo. The meeting adjourned at 4:19 p.m.

Respectfully submitted:



Agnes Balizan, Secretary/Treasurer



Date