

FIRGROVE MUTUAL WATER COMPANY

Regular Meeting Minutes

Date: 7/22/21 Time: 6:00 p.m.

- I. **Call to Order and Roll Call:** S. Williams called the meeting to order at 6:04 p.m. Board Present: A. Fisher, D. Rose, and S. Williams. Staff Present: L. Triplett, R. Lantz, and L. Jones.

- II. **Approval of 6/15/2021 Minutes:** S. Williams called for a review of the 6/15/2021 meeting minutes. A. Fisher moved to accept the 6/15/21 minutes as presented. D. Rose seconded the motion, Motion passed 3 to 0 with Board members present.

- III. **Investment Report:** R. Arnett, Columbia Bank Financial Services, presented the CQ2 quarterly investment report. She noted that the portfolio was getting a little heavy in stocks due to the recent performance of the market but recommended no portfolio changes at this time. Ms. Arnett asked if there is a need for cash in the near term to support projects. L. Jones stated that there is no such need at this time.

- IV. **RCW 24.03 & 24.06:** Attorney K. Brossard of Inslee Best reviewed her July 20, 2021, memo to the Board. She covered some of the new requirements related to RCW 24.03, the Washington Nonprofit Corporation Act. She also discussed some of the comparative differences to RCW 24.06, the Nonprofit Miscellaneous and Mutual Corporations Act. Complying with the revised 24.03 or reorganizing under 24.06 will require changing portions of Firgrove by-laws and articles of incorporation. Staff will continue to work with counsel to develop options for the Board to consider.

- V. **Resident/Customer Comments:** None.

- VI. **General Correspondence and Articles:** None.

- VII. **Action Items:**
 - A. **Portable Generator** – L. Jones presented a bid for the purchase of a new portable generator. He stated the CIP lists the purchase of a portable generator this year, with a budget \$258,000. The bid came in at \$138,569, plus tax and license. D. Rose moved to approve the purchase of a new generator not to exceed \$160,000. A. Fisher seconded the motion. Motion passed 3 to 0 with Board members present.

VIII. **Staff Reports:**

A. Finance:

- Cash Sheets – L. Triplett gave a report on the cash sheets for the month of June. There were no questions from the Board.
- FY 2021 Financial Statements – L. Triplett mentioned the FY 2021 Audit Report and Financial Statements from Moss Adams. The report was earlier sent to all Board members, who noted the positive operating and net income for the year. The Board had no questions regarding the report.
- 990 Form – L. Triplett reviewed form 990 with the Board. The form will be filed with the IRS by August 15th. Staff will provide a copy to the Board member not present at the meeting prior to filing the return.

B. Operations:

- Reservoir Recoating Update – R. Lantz reported that work continues on the recoating of the Zone 1 standpipe. Contractor National Industrial Painting is having difficulty getting materials shipped. The contractor's inspection found no structural damage inside the tank.

C. Administration:

- None.

D. Board:

- Investment Report – This item was covered earlier in the meeting.
- RCW 24.03 & 24.06 – This item was covered earlier in the meeting.
- Leak Adjustments – L. Jones reported a leak credit for \$591.02 (backflow assembly leak).

IX. **Informational Items:** None.

X. **Personnel:** The Board entered Executive Session at 7:25 p.m. to discuss personnel and returned to the regular meeting at 7:38 p.m.

XI. **Adjournment and Next Meeting:** The next regular Board meetings will be held on August 24, 2021, at 6:00 p.m., and on September 21, 2021, at 6:00 p.m. S. Williams adjourned the meeting at 7:40 p.m.

XII. **Pending Items:** Nothing added, subtracted, or changed.