# MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF DIRECTORS MEETING, HELD TUESDAY, MAY 13, 2025, 7:00 P.M., AT 10700 CRESTVIEW DRIVE, JONESTOWN, TX 78645

Board Members: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors Dani Harris, Tim Hawkins, Richard Law, Lee Morris, John Riddle, Dave Stewart

1. **Call to order.**

 President K Stewart called the meeting to order at 7:02 p.m.

# Roll Call.

Board members present: President Keith Stewart, Vice President Dani Harris, Secretary Brian Caller, Director Tim Hawkins, Director Bruce Covill, Director John Riddle, Director Dave Stewart and Director Richard Law.

Board members absent: Director Lee Morris.

Staff present: John Tichi.

# Set Date of Next Regular Meeting – June 10, 2025.

# Public Comment.

There were no public comments.

# Approve Minutes.

* 1. **Regular Meeting minutes of April 08, 2025.**

Director Hawkins made a motion to approve the minutes of the April 08, 2025 meeting as amended. Director Covill seconded the motion. The motion passed unanimously.

* 1. **Special Meeting minutes of April 21, 2025.**

Director Hawkins made a motion to approve the minutes of the April 21, 2025 special meeting. Director Covill seconded the motion. The motion passed unanimously.

# Financial Matters.

* 1. **Secretary’s Treasurer Report.**

Secretary Caller gave an overview of the income statement and reports.

# Approve Bills, Invoices and Other Payables.

Director Hawkins made a motion to approve the bills, seconded by Secretary/Treasurer Caller. The motion passed unanimously.

# President's Report Concerning Corporate Affairs.

No Report

# Staff Report Concerning Operations and Management.

* 1. **General Manager.**

General Manager Tichi gave an overview of his reports. See attached reports.

# Committee Reports.

* 1. **Construction Committee.**

No report was given.

# Credentials Committee.

 No report was given.

# Personnel Manual Committee.

No report was given.

# Old Business.

# Discuss/Approve Time Keeping Policy.

#  Vice President Harris made a motion to approve the BUSY BUSY time keeping system. Seconded by Director Harris. The motion passed unanimously.

# New Business

# Discuss/Approve Proposed Changes to Personnel Manual and Conflict of Interest Policy and Discuss Forming a committee to Review Both.

# Director Hawkins to be added to the Personnel Manual Committee.

# Discuss/Approve GPS Tracking Policy and Proposed Tracking Equipment.

#  Discussion for Board to review and present info prior to next meeting, so that General Manager Tichi can get with TRWA regarding changes.

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# Adjournment

Vice President Harris moved to adjourn, seconded by Secretary/Treasurer Caller. The motion passed unanimously. Vice President Covill adjourned the meeting at 8:20 p.m.

Minutes recorded by John Tichi.

# PASSED AND APPROVED AT THE REGULAR MEETING HELD ON June 10, 2025.

Keith Stewart, President ATTEST:

Brian Caller, Secretary