

JONESTOWN WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, MAY 12, 2020

1. President Gregg Newcombe called the meeting to order at 7:07 pm.

Board members present: Bruce Covill, Gregg Newcombe, John Riddle, Tim Hawkins (7:23 due to technical difficulties), Nadia Wills, Amy Fitzgerald, and Liane Popham.

Board members absent: Ron Sherrill and Jim Roberts

Staff present: John Tichi and Karissa Kornegay

Members present: None

Others present: None

1. A Set Date of Next Regular Meeting – June 9, 2020.

2. Members and /or Public Comment:
None.

3. Approve Minutes

- a) Regular Meeting minutes of April 13, 2020.

- Due to a misunderstanding of certain facts that may or may not have been discussed at the April 13, 2020 meeting, this item was tabled to the June 9, 2020 meeting for approval after staff review of the meeting recording.

4. Financial Matters.

- a) Secretary's Treasurer Report.
No report.

- b) Approve Bills, Invoices and Other Payables.

- After a period of question and answer regarding items on the Payables Report, a motion was made to approve the Bills, Invoices and Other Payables.

- Motion made by Liane Popham.

- Seconded by Amy Fitzgerald.

- The motion passed unopposed.

5. President's Report Concerning Corporate Affairs.

- President Gregg Newcombe directed the Board's attention to the 4-page chart which he stated was intended to try to frame and give insight on the current and future financial positions of the JWSC. President Newcombe went over each chart, explaining the items in each column, fielding questions and hearing suggestions by the Directors on prospective modifications/improvements to the projections therein.

The overall consensus was that the charts were an excellent foundation and essential tool for moving forward with future financial projections that will allow the Board to make the most effective decisions regarding how to fund a new water treatment plant; how to stay relevant in the industry regarding acquiring and keeping the best workforce; and how to keep rate increases to a minimum, while seeking to reduce expenses.

6. Staff Report Concerning Operations and Management.
 - a) General Manager.

General Manager John Tichi covered items on his report and fielded questions regarding the South Jonestown Hills project (a.k.a Tip Top water line replacement); the Raw Water Line project, water loss, and the ongoing fire hydrant installation project. He also stated that we are finally fully staffed after having hired 2 new employees in the past month. (report attached)
 - b) Office Manager
No report.
7. Committee Reports
 - a) Large Project Committee
No report.
8. Old Business
None.
9. New Business
 - a) Discuss/Approve appointing Budget Committee for 2020-2021 Fiscal Year Budget.

General Manager John Tichi explained to the Board that we would normally have appointed a budget committee in the special called meeting that follows the Annual Membership Meeting, but since we have yet to hold that meeting and elect new Directors, the appointing of the Budget committee was also put on hold. He explained that, traditionally, the Budget committee is comprised of the General Manager, the Secretary/Treasurer and one other Board member, however, they could add as many as 3 more without having a quorum. President Newcombe then fielded nominations for the committee.

Jim Roberts nominated Tim Hawkins for the Committee. Mr. Hawkins accepted the nomination. Gregg Newcombe nominated Amy Fitzgerald for the committee. Mrs. Fitzgerald declined the nomination. Nadia Wills nominated Bruce Covill for committee. Mr. Covill accepted the nomination.

A motion was made to appoint Tim Hawkins, Bruce Covill, and by default, Liane Popham to the 2020-2021 Budget Committee.
Motion made by Nadia Wills.
Seconded by John Riddle.
The motion passed unopposed.
 - b) Discuss/Approve a New Date for the JWSC Annual Membership Meeting and Changes to the 2020 Annual Meeting Procedures.

After a number of questions, comments and suggestions, a motion was made to table re-scheduling the Annual Meeting to the June 9, 2020 meeting, at which time, the President and staff will present options to the Board on ways to proceed with conducting the Annual Meeting.

Motion to table this item made by Liane Popham.
Seconded by Tim Hawkins.
The motion passed unopposed.
10. Adjournment.

A motion was made to adjourn.
Motion made by John Riddle.
Seconded by Bruce Covill.
The motion passed unopposed and the meeting was adjourned at 9:05 pm.
Minutes taken by Karissa Kornegay.