

**CROOKED RIVER RANCH WATER COMPANY
QUARTERLY MEETING OF BOARD OF DIRECTORS
NOVEMBER 14, 2018 – CRRWC Boardroom
MINUTES**

- I. The meeting was called to order at 3:00PM by President Dennis Kirk in the Crooked River Ranch Boardroom. Roll was called and those present were: Sherry Loster; Nathan Russell; Jim Hussey; Dennis Kirk; Archie McCawley; and Frank Day General Manager. There were no members of the community present at the meeting.
- II. **ELECTION RESULTS:** Jim Hussey and Sherry Loster were elected to serve 3 years in office. President Dennis Kirk welcomed new board member Jim Hussey and congratulated Sherry Loster on another 3-year term. The board also wanted to thank previous board member Judy Lake (who was not present) for her 5 years of service to the community.
- III. **OATH OF OFFICE:** Every year at the election, all board members take the Oath of Office. Dennis Kirk read the oath, and all the Board members will sign the document at the meeting. The Oath of office will then be placed in a frame and will be displayed in the foyer of the Water Company office.
- IV. **VOTE FOR NEW BOARD OFFICERS:** The Board officer positions are President, Vice President, and Secretary/Treasurer. Dennis Kirk then opened nominations for President. Nathan Russel was nominated by Archie McCawley and seconded by Sherry Loster. Vote was taken and Nathan Russel was appointed as President. Sherry Loster nominated Jim Hussey for the position of Vice-President, Archie McCawley seconded. Vote was taken, and Jim Hussey was appointed as Vice-President of the board. Archie McCawley nominated Sherry Loster for the position of Secretary/Treasurer, seconded by Dennis Kirk. Vote was taken and Sherry Loster was appointed as Secretary/Treasurer.
- V. **APPROVAL OF MINUTES:** Nathan Russel then called for the approval of the minutes from the August 18, 2018 Annual meeting. Archie McCawley made the motion, seconded by Jim Hussey. Vote was taken. Motion carried.
- VI. **TRESURERS’S REPORT-** Sherry Loster then presented the Financial Report for January through November 2018 as follows:

Total Revenue:	\$880,917
Total Expenses:	\$673,580
Net Income:	\$25,611
Year to Date:	
Contingency Fund Balance:	\$372,406
Loan Payment Reserve Balance:	\$332,905

VII. OLD BUSINESS:

A. AMR Meters

-Frank Day reported that this past month the Water Company read 117 AMR meters, which saved the water company \$145.00. There will be a total of 221 AMR meters read at the end of this month (November) which will save the Water Company \$270.00.-In October, Frank Day said the AMR system detected 6 properties that had High leaks. The AMR system will detect a leak when there is water usage every hour for 96 hours straight. Frank day then said you should see hours where there is no water usage either because people are not at home, asleep, etc. The Water Company can then go and pull a detailed usage report from the AMR meter at the property and see how much water was used each hour and when the leak was repaired. Frank Day said that the Water Company will continue to follow up on the High Leak report each month and notify the costumer. Frank also noted that a policy has been set to call each customer on the High Leak report regardless if they were on the list last month. The 2018 AMR meter installs have been completed. The 2019 install schedule will include all Sundown Canyon road and Chandler Ridge road.

B. Website Upgrade

Frank said that the Crooked River Ranch Water Company website is getting an upgrade. Frank said that there will be mapping added to the website, so customers and realtors will be able see what properties have a connected service among many other features. Frank also noted that there will be a section created specifically created for Realtors, that has all the information that might be needed.

VIII. NEW BUSINESS

A.CCB Application- Archie McCawley made the motion to remove Judy Lake as from the Oregon CCB records and add Jim Hussey. Sherry Loster seconded. Vote was taken and motion carried.

B. Signing Authority- Dennis Kirk made the motion to grant Jim Hussy signing authority for all Crooked River Ranch Water Company bank accounts, Archie McCawley seconded. Vote was taken and motion carried.

IX. ADJOURNMENT

There being no further business, the meet was adjourned by Nathan Russell at 3:21PM on Wednesday November 14th, 2018.

/s/ Sheridan Loster

Sheridan Loster, Secretary/Treasurer

February 13, 2019

Date