**Minutes of the February 15, 2024 Meeting**

The meeting is called to order at 7:05 pm. Board Members Ann Murray, Todd Brown, Pat Brown, Cynthia Frederick and Carol O’Keefe are present, along with Ruth Center, bookkeeper and Anthony Umi, member.

Todd reads **the agenda**. Pat moves to approve the agenda with the addition of ‘Computer for Bookkeeper’ under New Business; Ann seconds, and the agenda is approved.

Carol reads **the minutes** of the January meeting. Ann moves to approve the meeting minutes; Cynthia seconds, and the minutes are approved.

Pat reads the **Treasurer’s Report** for January. As of January 31, the Association had $228,103.68 in the bank account. Our income for the month of January was $7,048.19. Our expenses were $4,816.06 for an increase of $2,232.13. Pat reviews the bank reconciliations for January. Carol moves to approve the January treasurer’s reports, the payment of bills, and the bank reconciliations. Ann seconds, and all are approved.

Cynthia reads the **Operator’s Report** for January. In January, 303,305 gallons flowed to the village and 5,300 gallons were hauled. Year-to-date the village used 0.93-acre feet. The water level behind the dam is 2.0 feet, no change from last month. **We are using the water from the well supplemented with water from the dam when available.** Ann moves to approve the January operator’s report; Cynthia seconds, and the report is approved.

**President’s Report**

* The president thanks everyone for a great annual meeting.
* A member requested permission to take the old cast iron pipe left in the arroyo after the pipe was replaced. The board agrees that it’s okay for him to take it.

**Old Business**

* **Electronic Billing –** One member and the bookkeeper submitted payments via the new billing system. Another member was unable to log in and register. In addition, the members who did pay were charged a fee. The fee should revert to El Vadito, not the member. Once these issues are worked out, the bookkeeper will send out more information for members wishing to use the system.
* **Budget Final and Resolution –** The 2024 budget and 2023 fourth quarter report were sent to the board for review via email after the annual meeting. The resolutions to approve the 2024 budget and the 2023 Q4 Report were approved and signed by the board members. The treasurer and bookkeeper are working with the budget analyst to get the 2024 report submitted on the new online system.
* **Audit –** The audit started January 24, 2024. The auditor requested documents that the treasurer and bookkeeper have been providing to him. The audit should be complete in early March.
* **Water Operator-** Rudy Martinez has retired and been replaced by Ron CdeBaca. Ron submitted the insurance paperwork we requested, and he is insured to our requirements.

**New Business**

* **Association Taxes –** The association’s taxes have been completed and filed.
* **Water System: Well Pit –** Steve Stone is working on the autopilot to fill the tanks after the transducer went out.

It is being replaced and recalibrated.

* **Water Map Discussion –** The president presented the map of the system with the hydrants, shut-offs, and tanks.
* **Sanitary Survey Update –** This is a survey that gives details of the system’s operations, water quality, and emergency procedures to the state. An update is due, and the water operator and treasurer are working on providing the information and materials needed. The completed sanitary survey for 2023 will come out in July and will be hung at the Post Office and put on the community website: cerrillosnewmexico.com/El Vadito Water Association.
* **NMFA Loan Update, Grants –** We received an update that the State Historical Preservation Office (SHPO) has passed the project, and it can proceed.
* **Leaks & Adjustments –** A leak adjustment was made to account #240. The member had the repairs made.
* **Emergency Community Protocol –** The board is looking into members within the village who would be able to help if an emergency in the water system occurs, and key board members are not available. The board also discusses writing up procedures to be followed in the event of an emergency.
* **Dedicated Laptop for Bookkeeper** – The board discusses purchasing a dedicated computer that the bookkeeper can use for El Vadito bookkeeping purposes. Carol moves the board purchase a dedicated El Vadito computer for the bookkeeper. Ann seconds, and the motion is approved.

The meeting is adjourned at 8:35.

**NOTE**: The board will meet at the Cerrillos Mining Museum at 7:00pm on Thursday, March 21st for the March meeting.