

MINUTES
Board of Directors Meeting
San Isabel Electric Association, Inc.
March 2, 2018

The regular meeting of the Board of Directors of San Isabel Electric Association, Inc., was held Friday, March 2, 2018, at the San Isabel Electric Association headquarters office, 781 E. Industrial Boulevard, Pueblo West, Colorado.

Call to Order - The meeting was called to order at 9:00 a.m. by President Deborah Rose, who presided. Secretary Dennis Maroney acted as secretary.

Roll Call - Upon calling the roll, the following Directors were present: Edward Garcia, Donald Keairns, Joseph Costa, Deborah Rose, Doris Morgan, Jacque Sikes and Dennis Maroney, being a quorum of the Directors of San Isabel Electric Association, Inc. Also present were: Reginal Rudolph, General Manager; Ryan Elarton, CFO; Darryl Stewart, COO; Gary Eitel, CAO; Bonnie Myers, Assistant to the General Manager.

Visitors: Matt Fitzgibbon, Tri-State G&T; Kyle Blakely, Blakely + Company

Adopt Agenda – The President asked if the Board had any additions to the agenda. The agenda was then adopted.

Meeting Minutes – A motion was made by Ms. Morgan, seconded by Mr. Maroney, and unanimously carried, that the minutes for last month's regular Board meeting be approved

Consent Agenda - A motion was made by Mr. Costa, seconded by Mr. Keairns, that the consent agenda items be approved. The motion to approve the consent agenda items was unanimously carried, which includes: *Statistical Report, Monthly and Year-to-Date Operating Statements, Balance Sheet, Form 7, Check Register, RUS/CFC/Loan Fund Status, Manager's Expense Reports, Work Order Inventory & Special Equipment Schedules, Outage Report, Cash Flow Statement, Summary of Write-Offs, Investment Analysis, Revenue Comparison, and Construction Work Load.*

Safety Meeting Report – The safety meeting report for February, 2018, has been submitted to the Board. A motion was made by Mr. Maroney, seconded by Mr. Garcia, and unanimously carried, that the safety meeting report be approved.

Staff Report – Mr. Rudolph, Mr. Elarton, Mr. Eitel and Mr. Stewart gave verbal reports.

General Manager – Reg Rudolph – Mr. Rudolph submitted a written report to the Board and gave a verbal report.

CFO – Ryan Elarton – Mr. Elarton submitted a written report to the Board and gave a verbal report.

Revenue Deferral Resolution – Mr. Elarton submitted a Board Resolution for Revenue Deferral to the Board. A motion was made by Mr. Garcia, seconded by Mr. Maroney and unanimously carried to approve the Board Resolution for Revenue Deferral.

CAO – Gary Eitel – Mr. Eitel submitted written report to the Board and gave a verbal report.

A motion was made by Ms. Sikes, seconded by Mr. Costa to award Shania Roberts with the \$1,000 San Isabel Electric Scholarship from 2017.

COO – Darryl Stewart – Mr. Stewart submitted a written report to the Board and gave a verbal report.

Board Education

Rate Curriculum – Matt Fitzgibbon with Tri-State G&T presented information about rate structures.

Board Strategy Discussion – Staff submitted a written report. Blakely + Company gave a verbal report on the Strategic Communications Plan to the Board.

Administrative Items

Donation Requests – Mr. Eitel gave the Board a presentation of donations. The following donation requests were submitted to the Board.

La Veta Beautification requested a donation for the downtown beautification. A motion was made by Mr. Keairns, seconded by Mr. Maroney and unanimously carried to donate \$500.

Tom Sawyer Fishing Derby requested a donation for the 13th annual fishing derby. A motion was made by Ms. Morgan, seconded by Mr. Maroney and unanimously carried to donate \$500.

Greenhorn Valley Chamber of Commerce requested a donation for the annual business expo. A motion was made by Ms. Sikes, seconded by Mr. Keairns and unanimously carried to donate \$1,000. Mr. Maroney abstained from voting.

Volunteers for Change requested a donation to help replace their freezer. A motion was made by Ms. Sikes, seconded by Mr. Maroney and unanimously carried to donate \$450.

Donation Reports – A donation report was received from American Red Cross of Southern Colorado.

Policy Review – Ms. Myers submitted a written report to the Board and gave a verbal report. Board and Employee Policies are on a yearly review cycle with five to six Policies being reviewed each month. Board Policies 1-5, 1-6, 1-7, 1-8, and 1-9 and Employee Policies 1-2 and 1-3 were reviewed.

Board Policy 1-5, Tenure of Officers, was submitted to the Board for review.

Board Policy 1-6, Attendance of National, Regional, State and Other Meetings, was submitted to the Board for review.

Board Policy 1-7, Recognition of Former Board Directors, was submitted to the Board for review.

Board Policy 1-8, Board of Director Candidate Biographical Information, was submitted to the Board for review.

Board Policy 1-9, Directors Conduct, was submitted to the Board for review.

Employee Policy 1-2, Employment, was submitted to the Board with changes to comply with the Fair Labor Standards Act. A motion was made by Ms. Sikes to accept Employee Policy 1-2 as presented, seconded by Mr. Maroney and unanimously carried.

Employee Policy 1-3, Hiring Practices, was submitted to the Board with minor clerical changes. A motion was made by Ms. Sikes to accept Employee Policy 1-3 as presented, seconded by Ms. Morgan and unanimously carried.

Tariff Wording-Service Connect Fee – Two changes were proposed to the Tariffs; the addition of Normal Business Hours to the definitions and updated fee name to the Fee Schedule. A motion was made by Ms. Sikes to approve the proposed changes, seconded by Mr. Maroney and unanimously carried.

CREA Delegate Form – Ms. Rose appointed Ms. Sikes as the delegate and Mr. Maroney as the alternate for CREA.

Pueblo West Chamber Sponsorship – Mr. Rudolph submitted the Pueblo West Chamber of Commerce sponsorship form for Board review. A motion was made by Mr. Garcia to be a Platinum sponsor for the Pueblo West Chamber, seconded by Ms. Morgan and unanimously carried.

Energy Outreach Colorado Letter – Energy Outreach Colorado submitted a letter thanking the Board for their donation.

Western United Electric Report – A written report was submitted to the Board, and Mr. Maroney gave a verbal report.

CREA Report – A written report was submitted to the Board, and Ms. Rose gave a verbal report.

Tri-State Report – A written report was submitted to the Board, and Mr. Keairns gave a verbal report.

Board Comments - The President called for comments from the Board.

April 2018 Board Meeting – The April 2018 regular Board meeting will be held April 6, 2018, beginning at 9:00 a.m.

Adjourn - There being no further business to come before the meeting, the meeting was adjourned at 3:56 p.m.

ATTEST:

/Deborah Rose/
President of the Board

/Dennis Maroney/
Secretary of the Board

We, the undersigned Directors of San Isabel Electric Association, Inc., on this date, April 6, 2018, do hereby certify and confirm in all respects, the foregoing minutes of the regular board meeting, held March 2, 2018.

_____/Jacque Sikes/_____/Edward R. Garcia/_____

_____/Deborah Rose/_____/Dennis Maroney/_____

_____/Doris Morgan/_____/Joseph Costa/_____

_____/Donald G. Keairns/_____
Being all the Directors of San Isabel Electric Association, Inc.