

**MINUTES**  
**Board of Directors Meeting**  
**San Isabel Electric Association, Inc.**  
**May 10, 2019**

The regular meeting of the Board of Directors of San Isabel Electric Association, Inc., was held Friday, May 10, 2019, 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 9:30 a.m. by President Jacque Sikes, who presided. Secretary Doris Morgan acted as secretary.

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

**Adopt Agenda** - The President asked if the Board had any additions to the agenda. A motion was made by Mr. Costa, seconded by Mr. Maroney and unanimously carried. The agenda was then adopted.

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

**Consent Agenda** - A motion was made by Ms. Rose, seconded by Ms. Morgan, 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 March, 2019, has been submitted to the Board. A motion was made by Ms. Rose, seconded by Ms. Morgan, and unanimously carried, that the safety meeting report be approved.

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

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

**Economic Development Strategy** - Mr. Rudolph submitted a written report to the Board and gave a verbal report. A motion was made by Mr. Garcia, seconded by Ms. Rose, and unanimously carried to have an economic development study completed for the Association's service territory to be done by Ady Advantage.

**Perspective** – Mr. Rudolph submitted a written report to the Board and gave a verbal report.

**Strategic Planning Session** – 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.

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

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

### **Board Education**

**Financial Forecast** – Mr. Elarton gave a verbal report to the Board.

**G&T Capital Credit Discount** – Mr. Elarton gave a verbal report to the Board.

**General Counsel’s Report** – General Counsel Sisto Mazza gave a verbal report.

### **Administrative Items**

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

Pueblo West Parks and Recreation requested a donation for the 2019 Halloween Bash. A motion was made by Mr. Maroney, seconded by Mr. Keairns, and unanimously carried to donate \$500.

John Mall High School requested a donation for the FBLA State Competition. A motion was made by Mr. Garcia, seconded by Mr. Costa, and unanimously carried to donate \$600.

Soaring Eagles Center requested a donation for ADA accessible picnic/gathering table and benches for their playground. A motion was made by Ms. Morgan, seconded by Ms. Rose, and unanimously carried to donate \$700.

Primero School District requested a donation to help purchase new A/V equipment for their gymnasium. A motion was made by Mr. Costa, seconded by Mr. Garcia, and unanimously carried to donate \$1,500.

Pueblo County requested a donation of promotional items for the 2019 Saluting Pueblo’s Seniors event. A motion was made by Ms. Rose, seconded by Mr. Costa and unanimously carried to donation of promotional items.

Pueblo West Swim Club requested a donation to refurbish swim blocks. A motion was made by Ms. Morgan, seconded by Mr. Keairns, and unanimously carried to donate \$500.

Rye Bantam Football League requested a donation for league fees and equipment. A motion was made by Mr. Maroney, seconded by Ms. Morgan, and unanimously carried to donate \$100.

Aguilar School District RE-6 requested a donation for technology across secondary classroom. A motion was made by Mr. Costa, seconded by Ms. Rose, and unanimously carried to donate \$1,500.

Pueblo West High School Athletic Department requested a donation for a Pueblo West High School Football banner and program. No action taken.

**Donation Reports** – No donation reports were received.

**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 2-1, 2-2, and 4-2 and Employee Policies 1-6 and 1-7 were reviewed.

Board Policy 2-3, Authorization to Process Accounts Payable, was submitted to the Board for review.

Board Policy 2-4, Authorized Check Signatures, was submitted to the Board for review.

Board Policy 2-5, Petty Cash Fund, was submitted to the Board for review.

Board Policy 2-6, Annual Audit, was submitted to the Board for review.

Employee Policy 1-8, Complaint Resolution-Exempt and Non-Exempt, Non-Union Employees, was submitted to the Board with minor clerical wording changes and updating the subject of the Policy. A motion was made by Ms. Rose to accept Employee Policy 1-8 as presented, seconded by Mr. Keairns, and unanimously carried.

Employee Policy 1-9, Ethics-Retaliation Protection, was submitted to the Board with minor clerical wording changes. A motion was made by Mr. Keairns to accept Employee Policy 1-9 as presented, seconded by Ms. Rose, and unanimously carried.

**NRECA International** – NRECA International requested a donation to support the NRECA International program.

**CFC Integrity Fund** – A motion was made by Mr. Garcia that San Isabel Electric Association contribute 5% of our patronage capital from CFC for this year and all future years until notified otherwise for all purposes, seconded by Mr. Costa, and unanimously carried.

**CoBank Sharing Success** – A letter was submitted to the Board from the CoBank Sharing Success Program confirming that the Town of Aguilar Augmentation Pond has been approved.

**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.

**June 2019 Board Meeting** – The June 2019 regular Board meeting will be held Friday, June 7, 2019, beginning at 9:30 a.m.

**Adjourn** - There being no further business to come before the meeting, the meeting was adjourned at 3:17 p.m.

ATTEST: \_\_\_\_\_  
/Jacque Sikes/  
President of the Board

\_\_\_\_\_  
/Doris Morgan/  
Secretary of the Board

We, the undersigned Directors of San Isabel Electric Association, Inc., on this date, June 7, 2019, do hereby certify and confirm in all respects, the foregoing minutes of the regular board meeting, held May 10, 2019.

\_\_\_\_\_/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.