

**AVRA WATER CO-OP, INC.**  
**BOARD OF DIRECTORS**  
**SPECIAL MEETING MINUTES Wednesday, October 23, 2017**  
**7:00 p.m.**  
**Avra Water Co-op, Inc.**  
**11821 West Picture Rocks Road**  
**Tucson, Arizona 85743**

**1. CALL TO ORDER**

President Doug Schneider called the meeting to order at 6:57 p.m.

**2. ROLL CALL**

Board Members present at the meeting included:

Doug Schneider, President	Colleen McDonald, Secretary
Jack Wheat, Treasurer	Greg Hamilton, Director
Micha Koeppel, Director	Keith Winans, Director
Camille Julin, Vice President	

Staff Members present at the meeting included:  
Cathy Kuefler, Administrative Manager

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS –**

There were no guests.

**4. REVISION AND ADOPTION OF THE AGENDA**

**MOTION:** It was moved by Keith Winans to approve the agenda for the 10-23-17 Special Board Meeting.

**SECONDED**

**APPROVED**

**5. RESIGNATION OF THE OPERATIONS MANAGER**

Jeff Feasel gave his resignation after the board meeting on October 18, 2017. His last day will be November 3<sup>rd</sup>. Cathy put together a job description and salary scale for an Operations Superintendent based on comps in the area. She will have the position posted to RWAA and AZ Water as soon as possible. In the meantime, the board will discuss an interim supervisor.

**6. NOTICE OF TERMINATING SERVICE BY CONTRACT BOOKKEEPER**

Linda Paxton resigned as the contract bookkeeper of AWC. The board will send her a thank you. The new bookkeeping company, Clear View Business Solutions, has been selected and will be starting October 26<sup>th</sup>. They will be reviewing everything with staff asked that the board be patient while they get through the initial transition.

**7. EXECUTIVE SECTION**

**MOTION:** A motion was made by Jack Wheat to adjourn to Executive Session at 7:26 p.m.

**SECONDED  
APPROVED**

**MOTION:** A motion was made by Keith Winans to adjourn from Executive Session at 8:30 p.m.

**SECONDED  
APPROVED**

**MOTION:** A motion was made by Jack Wheat to adjourn.

**SECONDED  
APPROVED**

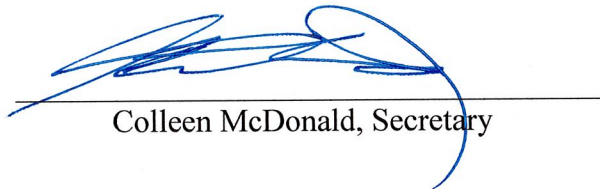
The Board adjourned at 8:30 p.m.

Respectfully submitted by,

Cathy Kuefler

Administrative Manager

Approved by the Co-op Board on December 13, 2017:

  
Colleen McDonald, Secretary