

**AVRA WATER CO-OP, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Thursday, September 22, 2022**

**1. CALL TO ORDER**

President Dayv Marlow called the meeting to order at 6:06 p.m.

**2. ROLL CALL**

**Board Members present at the meeting included:**

Dayv Marlow, President	Nils Julin, Director
Doug Schneider, Director (Via Zoom)	Keith Winans, Director

**Staff Members present at the meeting included:**

Cathy Kuefler, Administrative Manager	Sal Madrid, Operations Superintendent
Linda Coronado, Administrative Assistant	

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – No guests.**

**4. REVISION AND ADOPTION OF THE AGENDA FOR August 17, 2022**

**MOTION:** It was moved by Jack Wheat to approve the agenda for September 22, 2022.

**SECONDED**

**APPROVED**

**5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES**

**MOTION:** It was moved by Nils Julin to approve the minutes from the Regular Board Meeting on August 17, 2022.

**SECONDED**

**APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT – None**

**TREASURER'S REPORT –** Jack was not able to make the meeting. He and Cathy discussed the financials for August. Cathy reported expenses were in excess of income and there were all "yes's" on the final fiscal year financial report for the month of August. The 620 account was over budget due to the AB/fill for Ina monsoon damage, she also included the end of fiscal year totals which happen to be very much in-line with the budget.

**7. ADMINISTRATIVE MANAGER’S REPORT**

**DNP’s** – This month we had 37 DNP’s and all first timers were contacted the day before.

**Annual Audit** – We are scheduled for the audit field work on September 29<sup>th</sup> and 30<sup>th</sup>. Officers should receive their survey from Heather to complete soon.

**WIFA** – We made our final payment on our WIFA loan. That leaves the two remaining RD loans which have a projected pay off date of 2047.

**SAWUA Forum** – RSVP’s for Doug, Dayv, Nils, Jack and Sal have been made. It starts at the TCC at 8am there will be three presenters from CAP, DWR and ACC.

**Banking** – We had fraudulent activity with our Chase Checking account. Jack was out of town and when he went to the nearest Chase they would not see him without an appointment which would be in three weeks. Cathy and Dayv were able to make an appointment with Chase three days later and in the meantime all of the accounts were frozen. Cathy called and talked to Denise at National Bank of Arizona about switching over our bank accounts so that we could continue to operate. They were very helpful and we were able to open up a new General Checking account. They also offer Positive Pay, and a Consortium Visa for non-profits with many benefits.

**MOTION:** A motion was made by Nils Julin to approve the Administrative Manager’s report.

**SECONDED  
APPROVED**

**8. OPERATIONS MANAGER’S REPORT**

- New services: section 3
- End of the fiscal year inventory has been done
- Leaks in section 25, cleaning easements in section 1
- Installed stairs for the back exit on trailer
- Erosion control throughout the service area due to monsoon storms.
- In a 8” mainline: We are moving forward on this project and Sal will get engineering and then proposals for the full extent of work that needs to be done and a breakdown of cost for repairing the mainline in sections.

**MOTION:** A motion was made by Keith Winans to approve the Operations Superintendent’s Report.

**SECONDED  
APPROVED**

**9. UNFISHED BUSINESS –**

**9.1 – Grants for Toilets/Water Harvesting** – The board discussed the Toilet Rebate Program application and liability form. There were many questions that were discussed and possibly having legal go over that. They will review and discuss again at next month’s board meeting.

**9.2 – Banking Discussion/Changes** – discussed in Administrative Manager’s report.

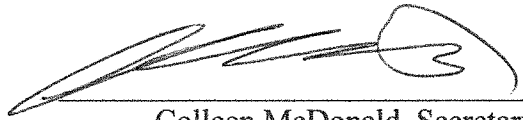
**MOTION:** A motion was made by Nils Julin to close the Chase accounts and open up the accounts with National Bank of Arizona to continue to operate.

**SECONDED  
APPROVED**

**10. NEW BUSINESS – None**

**MOTION:** A motion was made by Nils Julin to adjourn.  
**SECONDED**  
**APPROVED**

The Board adjourned at 6:49 p.m.  
Respectfully submitted by,  
Linda Coronado  
Administrative Assistant  
Approved by the Co-op Board on October 19, 2022:



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Colleen McDonald, Secretary