AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES Wednesday, September 30, 2026
6:00 p.m.
Via Zoom Meeting
11821 West Picture Rocks Road
Tucson, Arizona 85743

1. **CALL TO ORDER**

   President Dayv Marlow called the meeting to order at 6:05 p.m. via Zoom.

2. **ROLL CALL**

   Board Members present at the meeting included:

Dayv Marlow, President	Colleen McDonald, Secretary
Nils Julin, Vice President	Doug Schneider, Director
Jack Wheat, Treasurer	Steve Wilcox, Director

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

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

4. **REVISION AND ADOPTION OF THE AGENDA FOR SPECIAL MEETING**

   MOTION: A motion was made by Doug Schneider to approve the Agenda for the Special Meeting, September 30, 2026.
   SECONDED
   APPROVED

5. **Federal Grant Policies Review**
   - **5.1 Personnel Compensation Policy**
   - **5.2 Code of Conduct Policy**
   - **5.3 Grant Cash Management & Budget Policies Review**
   - **5.4 Determination of Allowable Costs**

   The President asked if anyone had questions and then asked for a motion to approve.

   MOTION: A motion was made by Nils Julin to approve all of the policies 5.1 – 5.4
   SECONDED
   APPROVED

6. **Ratify Offer Letter to Billy Brandon, Operations Manager**

   MOTION: A motion was made by Steve Wilcox to approve Billy Brandon's Offer Letter
   SECONDED
   APPROVED

   MOTION: A motion was made by Jack Wheat to adjourn the Special Meeting
   SECONDED
   APPROVED

   The Board adjourned at 6:09 p.m.
   Respectfully submitted by,
   Cathy Kuefler, Administrative Manager
   Approved by the Co-op Board on October 21, 2026.

Colleen McDonald, Secretary