**Palomar Mountain Mutual Water Company, Inc.**

**Regular meeting of the Board of Directors**

**July 8, 2023**

**The meeting was held at the Water Co. office building.**

* John Lesac recorded this meeting.

**Directors Present:** Joanne Marugg, John Lesac, Brian Wagner, Brett Michael Hauser, Mary Ellen Harshberger,

Diana Forero-Cook and Charles Black.

**Staff Present:** Mike Probert [Operator], Linda Thorne [Office Manager] on a phone line, Renee Forero-Cook [OM assistant]

The meeting was called to order at 9:00 AM

The minutes of the June meeting were read and approved with corrections. Brett moved, Brian seconded, and the Board approved.

**Operator’s Report: Mike Probert**

*See the Operator’s written report as part of these minutes.*

**The Well levels:** The Well levels are the same as last month and are much higher than they were last year

**Leaks repaired:** There was one leak on the east side of the lodge. It was a pinhole and was successfully patched.

Darby well has been disconnected and plugged. Mike has sent photos to the State confirming that this has been done. The access to Darby Well was very difficult, but Mike was able to get down to the well site in his jeep.

**Water testing: SOC testing.** The state requires full SOC testing of the water. After some hassle getting the appropriate bottles Mike and Jeremy filled the 24 bottles and sent them to the lab on ice. The bottles warmed up and were unusable before they got to the final destination. This was not our fault. The testing will have to be repeated. It is in progress.

**Secretary’s Report: John Lesac**

*See the new share transfers spreadsheet as part of these minutes.*

*No new members since the last meeting*

The water bills will be coming out soon.

**Treasurer’s Report: Brett Michael Hauser**

*See financials for April 2023*

Brett reviewed the financials for May of 2023. Members are using less water. Legal expenses are going down.

We will look in detail when the fiscal year financials come out in mid-July. If we get the data from Debbie these can be reviewed at the next meeting. They will also be available to members at the annual meeting in September.

Bret reviewed the aged receivables. We are working on finding people who have not paid their bills. Some members will have to have their water meters locked off until we can collect the amount due.

**Old Business**

**E-mail list:** John has converted the list of existing e-mails into a form that we can use to communicate with members. He has done this through our website. Note: The list is incomplete. We will add information as it comes in. Thanks to John for his work.

**Job descriptions:** With the help of our Lawyer, we have generated job descriptions for each of our employee categories. [operator, assistant operator, office manager, assistant office manager]. These should be signed and kept on file.

**Executive session 10:30 AM-> 10: 40 AM.**

The board decided to increase employee wages by the current 8.7% cost of living increase. This high increase is due to the cost of living. The office assistant's salary will be $100/month plus $20/ hr. for anything over 5 hours. Renee will give her time sheet to Mike on the 25th of each month.

**Additionally:**

Brian suggested that the board consider issuing new shares. We have not done this for many years. Mike said that he thinks we are at the peak of the shares we can service.

The **Annual Meeting** will be held at the fire station this year. We will ask Rosemary Johnston if she will check in members as they arrive.

The **water bills** will include a $50/share special assessment fee. They will also include another Bylaw ballot and a proxy for the annual meeting.

**The meeting was adjourned at 10:00 AM.**

**The next meeting is at 9:00 AM. on August 12th.**

Respectfully submitted

Linda Thorne [Office Manager]