

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING MINUTES
MARCH 28, 2016

The meeting of March 28, 2016 was called to order by Robert M. Quintana, Board Chairman, at 10:52 a.m.

1. ROLL CALL AND DETERMINATION OF QUORUM

Present: Robert Baca – Board Vice-Chairman
Joseph C de Baca – Board Member
Virginia Mondragon – Secretary/Treasurer
James Ortiz – Board Member
Robert Quintana – Board Chairman

Others Present: LaDonna LaRan, Interim General Manager/CFO
Debbie H. Alexander, Administrator

Larry Barela, Operations Manager
Gwen Mascarenas, Chief Operations Officer

2. INVOCATION – The invocation was led by Robert Baca, Vice-Chairman.

3. PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

4. APPROVAL OF AGENDA – The Agenda was presented for review and approval. The following items were added to the Agenda: 14 – New Business – d. Discussion on Meter Loops; and e. Bills mailed out to Consumers. **A motion to approve the Agenda with amendments was made by Virginia Mondragon and seconded by Joe C de Baca. Motion carried unanimously.**

5. SAFETY REPORT – The Safety Report for the month of February was reviewed.

- No accidents to report in Mora or Pecos.
- No near misses in Mora or Pecos.
- No on-the-job injuries to report in Mora or Pecos.
- Safety Training was held on February 24, 2016 – topics covered included Burn Prevention, Hand Operated Tools and Protecting Your Back.

6. RECOGNITION OF GUESTS –

a. Invited Speakers – (15 minute time limit)

b. General Public Comment (5 minute time limit)

1. J. D. Weathers – Mr. Weathers addressed the Board concerning the electric bill for Tapetes de Lana and the demand charge versus the usage charge. After

some discussion, he asked that this be looked at in all fairness to small businesses in our service area. Ms. Ella Arellano, also a Board Member at Tapetes de Lana, was also in attendance. Mr. Weathers thanked the Board and Ms. LaRan for the great job she is doing as Manager here at MSMEC.

7. ACTION OF REGULAR MEETING MINUTES HELD ON FEBRUARY 25, 2016 – The Minutes of the meeting held on February 25th, 2016 were presented for review. After a short discussion, a **motion for approval was made by Virginia Mondragon and seconded by Robert Baca. Motion carried unanimously.**

8. APPROVAL OF NEW MEMBERSHIPS (MORA 15 – PECOS 11) – Twenty-six new memberships were presented for review and approval. **A motion to approve all 26 new memberships was made by Virginia Mondragon and seconded by Joe C de Baca. Motion carried unanimously.**

9. MANAGER'S REPORT

a. Delinquent Report – The Delinquent Report was reviewed. There were 790 delinquent accounts totaling \$190,954.98. After collections, 115 accounts remained unpaid for a total of \$23,780.04.

b. RUS Form 7 – The RUS Form 7 was reviewed. Operating Revenue and Patronage Capital for the month of February was \$984,338, Cost of Purchased Power was \$588,552, and Total Operations & Maintenance Expense equaled \$827,973. Patronage Capital or Margins was \$21,110 for the month and \$194,768 YTD. TIER for the month was 1.50% and 3.28% YTD. MSMEC has 10,818 consumers and 1,944 miles of line.

c. Outage Report – The Outage Report for February was minimal. An outage was listed twice on report, so changes will be made. On another outage listed, the number of consumer hours was incorrect. It should have been 3.25 hours not .25 hours.

10. FINANCE REPORT – **A motion to approve the Minutes of the Finance Meeting held earlier today, together with dispensing of the reading of these minutes and the approval of the Manager's Report, was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously.**

11. TRI-STATE TRUSTEE REPORT – Virginia Mondragon, Tri-State Trustee, reported on the their March meeting. A few of the topics discussed included:

- Clean Power Plan
- Phone interviews on bylaws – not many changes
- Tri-State wants their Contract Committee to meet every so often for review
- Discussion on some policy changes
- Annual Meeting – April 5 -7 – Broomfield, CO

12. NMRECA TRUSTEE REPORT – Robert Baca, Statewide Trustee, reported on the March meeting. A few of the items covered included:

- RUS Loans – long-term interest rate is 2.32% and short-term is 0.33%

- CFC Financial Workshop in Ruidoso prior to Annual Meeting
- CoBank – \$900 million in dividends
- Legislature – NM Bills passed and signed by Governor Martinez – No opposition
- Legislative Conference in Washington, DC
- Annual Meeting will be held in late May in Ruidoso, NM

13. ON-GOING BUSINESS

a. Board Policy No. 101-A – General Trustee Obligations – Board Policy No. 101-A, which was presented to the Board during our February meeting, was again reviewed with revisions. Section requiring trustees to get certified within three years was removed due to the fact that classes are not always offered and/or trustees are not available to take the classes at the time they are offered. **A motion was made by Robert Baca, seconded by Virginia Mondragon, to approve Board Policy No. 101-A with revisions. Motion carried unanimously.**

b. Tri-State's Power Bill & MSM Solar Bill – There was a short review of February's power bill and solar bill. Tri-State's power bill was \$563,395 and the MSM Solar bill was \$25,156 minus the credit of \$15,847 from Tri-State.

14. NEW BUSINESS

a. NMRECA Annual Meeting Information – May 24 – 26, 2016/NMRECA Voting Representative Credential – Information on the NMRECA Annual Meeting being held in Ruidoso, NM on May 24th -26th was reviewed. **A motion was made by Virginia Mondragon and seconded by James Ortiz to have Robert Baca serve as Voting Representative and Robert Quintana serve as alternate. Motion carried unanimously.**

b. CFC Forum 2016 – Seattle, Washington – June 5-8 – For information only.

c. 2016 Standard Mileage Rates – After a short review of the 2016 Federal standard mileage rates, **a motion was made by Robert Baca, seconded by Virginia Mondragon, to follow the Federal Rate of 54 cents per mile for business miles driven. Motion carried unanimously.**

d. Discussion on Meter Loops – There were some questions asked about the policy on meter loops. The State inspector needs to approve and turn in permits before power is turned on by the Coop. If not released, power will not be connected. Question on temporary connections was also asked. Contractor can sign an affidavit taking responsibility for temporary power. Again, if not signed, no power. More information on temporary connections will be searched.

e. Bills mailed out to Consumers – There was a short discussion concerning the difference in cost between the bills sent out to consumers in the past and the ones mailed out now. In the past, there was a card that was mailed out and presently a full page bill is mailed out. With the billing card, there was an issue with consumer billing privacy.

15. CORRESPONDENCE

a. The 2016 New Mexico Legislative Session – For information only.

b. Electric Co-op Safety Poster Coloring Contest Winners Announced – For information only.

16. INFORMATION

a. Calendar of Events – Statewide Meetings are scheduled for Thursday, March 31st and Friday, April 1st, 2016. Tri-State Annual Meeting is scheduled for April 5th, 6th, and 7th. Auditors will be at MSME the week of April 11th. Special Board Meeting is scheduled for Thursday, April 14th @ 9:00 a.m. Deadline for nominating petitions for the District 3 Election is April 15th. PRC Workshop on line extensions is scheduled for April 20th in Santa Fe. Finance and Regular Board Meetings are scheduled for Tuesday, April 26th starting @ 10:00 a.m. Southwest Accountants Association Conference will be held in Albuquerque on April 28th and 29th.

A motion to move into Executive Session was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously.

17. EXECUTIVE SESSION

- a. Personnel Matters**
- b. Update on Union Matters**
- c. Bylaw Update**
- d. Tri-State Proposed Bylaw Change**
- e. GPS Monitoring System – Webex – 12:30 p.m.**

A motion to move out of Executive Session and back into Regular Session was made by Robert Baca, and seconded by Joe C de Baca. Motion carried unanimously.

18. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION


e. GPS Monitoring System – Webex – 12:30 p.m. – A motion to give Ms. LaRan authority to move forward and implement the Verizon GPS Monitoring System was made by James Ortiz and seconded by Joe C de Baca. Motion carried unanimously.

19. OTHER BUSINESS TO COME BEFORE THE BOARD – None.

20. ADJOURNMENT – A motion to adjourn was made by Robert Baca, seconded by Virginia Mondragon. Motion carried unanimously. Meeting adjourned at 3:06 p.m.

ATTEST:


Virginia Mondragon
Secretary/Treasurer


Robert M. Quintana
Board Chairman