

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

The Regular Board Meeting was called to order by Board Chairman, Robert M. Quintana, at 10: 48 a.m.

1. ROLL CALL AND DETERMINATION OF QUORUM

Present: **Robert Baca, Vice Chairman**
 Joseph C de Baca, Member
 Virginia Mondragon, Secretary/Treasurer
 James Ortiz, Member
 Robert M. Quintana, Board Chairman

Others **LaDonna LaRan, Interim CEO/CFO**
Present: **Debbie H. Alexander, Administrator**

2. INVOCATION – Robert Baca, Vice Chairman, led us in prayer.

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

4. APPROVAL OF AGENDA – The Agenda was presented for review and approval. After review, the following was added to today's agenda: #7 Action of Special Meeting Minutes held on December 19, 2016 and # 17 – Executive Session – d. Discussion on Manager. **Robert Baca made a motion to approve the agenda with amendments. Virginia Mondragon seconded that motion. Motion carried unanimously.**

5. SAFETY REPORT – The Safety Committee Minutes of November 28, 2016 were reviewed by LaDonna LaRan. There were no accidents, near misses or on-the-job injuries to report on in either Mora or Pecos. Others items of discussion included:

- Repairs to restrooms in the Pecos Office have been completed
- Status on cell phones on service trucks – phones have been ordered and received. Phones will be programmed and issued to each service truck
- Gila Construction was the lowest bidder on the bids to rebuilt the Dilia line
- A mobile substation was set up at Storrie Lake Substation to install breakers and has now been completed
- Tri-State will be doing maintenance on the Rainsville Substation transformers
- Bids will be taken to purchase a carport and snowmobile for the Pecos Office, this was approved in the 2016 budget.

The Line Department was trained on Recloser Coordination, Electrical System Operations and on Haz Com/summarizing the globalized communications system.

6. RECOGNITION OF GUESTS –

- a. Invited Speakers – (15 minute time limit) - None**
- b. General Public Comment (5 minute time limit) - None**

7. ACTION OF REGULAR MEETING MINUTES HELD ON NOVEMBER 30, 2016 – The Minutes of the Regular Meeting held on November 30, 2016 were presented for review and approval. After review, a minor change was made on page 3 of the Finance Report to show the finalization of the \$250,000 CD investment to Community 1st Bank. **A motion to approve the minutes with the minor change was made by Virginia Mondragon and seconded by Joe C de Baca. Motion carried unanimously.**

ACTION OF SPECIAL MEETING MINUTES HELD ON DECEMBER 19, 2016 – The Minutes of the Special Meeting held in Las Vegas on December 19, 2016 were presented for review and approval. After review, **a motion to approve was made by Virginia Mondragon and seconded by Robert Baca. Motion carried unanimously.**

8. APPROVAL OF NEW MEMBERSHIPS (MORA 17 – PECOS 19) – After review, **a motion to approve all new memberships was made by Robert Baca and seconded by Joe C de Baca. Motion carried unanimously.**

9. MANAGER’S REPORT

- a. Delinquent Report –** The Delinquent Report was not available.
- b. RUS Form 7 –** LaDonna LaRan reported on the RUS Form 7 ending November 30, 2016. Operating Revenue and Patronage Capital for the month was \$677,112, Cost of Purchased Power was \$545,464 and Total Operation & Maintenance Expense was \$800,317. Patronage Capital or Margins was (\$244,568) for the month and \$974,926 year-to-date. MSMEC has 10,929 consumers and 1949 miles of line. Year-to-date percentages were as follows: TIER 3.04%; OTIER 2.98%; DSC 2.24% and ODSC 2.22%.
- c. Outage Report –** The Outage Report was not completed before our meeting today, but it will be mailed out to Trustees for review as soon as it is completed.

10. FINANCE REPORT – After a short discussion, **a motion was made by Virginia Mondragon, seconded by Joe C de Baca, to approve the Finance Meeting Minutes held earlier, together with dispensing of the reading of those minutes, and approval of the Manager’s Report. Motion carried unanimously.**

11. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on their December meeting. Some items of discussion included:

- Wildfires
- New administration – environmentalists suing at state level

- Educational classes on LED lights – additional cost of initial purchase but will payback within three years
- Capital credits for years 1999 – 2000 – NM Coops are not eligible
- Strategic planning during the January meeting

Joe C de Baca, Director, asked Mr. Baca to bring further information on the pros & cons of the powerline control issue.

12. NMRECA TRUSTEE REPORT – Robert M. Quintana, NMRECA Trustee, reported on their December Meeting. A few items covered included:

- Legislative Conference
- Budget items were reviewed
- Statewide dues for 2017 were sent out
- Director Courses
- Long Rope Award – nominations due in February

13. ON-GOING BUSINESS

- a. **2017 Tri-State Member Managers' Committee Meeting Dates** – For information only.
- b. **2017 NMRECA Board Meeting Schedule** – For information only.
- c. **Tri-State's Power Bill & MSM Solar Bill** – The Tri-State power bill for the month of November was \$522,545.99 and MSMS Solar bill was \$22,917.51.

14. NEW BUSINESS

- a. **Basin Electric Power Cooperative – Scholarship** – For information.
- b. **Aclara Client Conference in New Orleans, LA – Employee Training Schedule & Travel Approval** – There was some discussion about two employees attending this training, but it was decided to wait on this training until after we are closer to having the new metering system in place.

15. CORRESPONDENCE

- a. **CoBank – No Barriers Warriors (new program for rural veterans with disabilities)** – For information only.
- b. **E-mail – Mora County Manager on Linemen and Outage** – For information only.

16. INFORMATION

- a. **Calendar of Events** – MSMEC Offices will be closed on Monday, January 2nd, 2017 in observance of the New Year's holiday. Tri-State will meet on January 4th and 5th. Statewide meetings are scheduled for January 5th and 6th. A special meeting is scheduled in Santa Fe on January 12th starting at 9:30 a.m. MSMEC Offices will be closed on Monday, January 16th in observance of the Dr. Martin Luther King, Jr. holiday. Our next Finance and Regular monthly meetings are scheduled for Thursday, January 26th starting at 10:00 a.m.

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

17. EXECUTIVE SESSION

- a. Personnel Matters
- b. Update on Union Matters
- c. Litigation Matters


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

18. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION – None.

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

20. ADJOURNMENT – A motion to adjourn today's meeting was made by Robert Baca and seconded by James Ortiz. Motion carried unanimously. Meeting adjourned at 2:14 p.m.

ATTEST:


Virginia Mondragon
Secretary/Treasurer


Robert M. Quintana
Board Chairman