

**BOARD OF TRUSTEES MEETING MINUTES**

**HELD ON**

**June 27, 2024**

The meeting was called to order by Board President, Robert Baca, at 10:59 a.m.

**1. ROLL CALL AND DETERMINATION OF QUORUM**

Present:        Robert Baca, President  
                     James Ortiz, Vice President  
                     Virginia Mondragon, Secretary/Treasurer  
                     Joe C de Baca, Trustee  
                     Samuel Ramirez, Trustee  
  
                     Les Montoya, General Manager  
                     Irinea Valdez, Administrative Assistant

**2. INVOCATION** – Robert Baca, Board President, led us in prayer.

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

**4. APPROVAL OF AGENDA** – The Agenda for today’s meeting was presented. A motion was made by James Ortiz to approve the Agenda, Seconded by Sam Ramirez. Motion carried.

**5. RECOGNITION OF GUESTS** –

**6. Introduction of New Employees** – Sara Cordova– New Position -was introduced as the New Billing Supervisor.

**7. SAFETY REPORT/MINUTES** – Les Montoya presented and went over the minutes for the Safety Committee meeting held on June 18, 2024, in Boardroom.

**8. ACTION OF REGULAR MEETING MINUTES HELD ON June 27, 2024** – The Board Minutes for the meeting held on May 23,2024 were presented for review and approval, after review Gina Mondragon, motioned to approve the minutes as presented. Sam Ramirez seconded the motion. Motion carried.

**9. APPROVAL OF NEW MEMBERSHIPS (MORA 12 – PECOS 22)-** A total of thirty-four memberships were presented. After review, a motion was made by James Ortiz, seconded by Joe C De Baca, to approve all new memberships. Motion carried.

- 10. MANAGER'S REPORT** – Manager's report was approved along with donations, with a motion by James Ortiz and seconded by Joe C de Baca. Motion carried.
- 11. Delinquent report** – AS of April 2024 there were \$301,550.45 total delinquents and as of May 2024 there were \$140,366.59 total delinquents.
- 12. RUS FORM 7** – The month ending May 31, 2024 shows a positive margin for the month We are at \$941,163 in Revenue, \$777,016 Total Expenses, and \$110,734 in Depreciation. Interest on long term debt \$(89,850) and Interest expenses \$24,498. Total cost for the month \$823,857. Non-Operating margins interest \$8,467. Operating Margins \$125,774 for year-to-date. Tier 1.1% YTD and -.40 for the Month.
- 13. Outage report** – May 31, 2024 - A total of 669 consumers/members were affected for a combined total of 63.50 hours of outage for the Month of April.
- 14. FINANCE REPORT** –A motion to approve the Finance report was made by Gina Mondragon and seconded by Sam Ramirez. Motion carried.
- 15. TRI-STATE TRUSTEE REPORT** – Robert Baca, Tri-State Trustee, reported on the June 2024 meeting. Some topics covered included the following:
- Discussion on United leaving Tri-State
  - Duane Highley met with La Plata and Mountain Parks
  - Continental Divide Coop in Grants, NM does not have a representative on the executive committee
  - Held a special meeting to discuss support for community as a result of Craig Power Plant being closed
  - North Rural Public still official members
- 16. NMREC TRUSTEE REPORT** – James Ortiz, NMRECA Trustee, reported that their meeting will be in July. Attended NMRCEA Annual Statewide meeting. at Isleta Resort in Albuquerque, NM. Mr. Ortiz was impressed with the attendance. Good sessions held.
- 17. ON-GOING BUSINESS-**
- a. Tri-state Generation and Transmission, Inc., and MSN Solar invoices for the Month of June were reviewed.
  - b. Les went over the final plans for the Annual Meeting. (1) The hiring of the band Maziso with Anthony Sandoval for Music at the Annual meeting. (2) Arrangements with the

color guard from Las Vegas, (3) Ordered corsages and center pieces for the head tables, (4) Went over who would be registering the members (5) Staff will set up the tables for the annual meeting (6) Annual meeting will be held at the Middle School Gym due to double booking by Mora School Administration (7) There will be tables for Registration, Refreshments and GRIP. Carmen Campbell with NMREC will be present to give information on the GRIP Grant, Jay Mendoza with Tri-state will be bringing EV pick-up, and Tom Condit with NMREC will also have a table. (8) We will provide reports on Line Rebuild and Hazard Tree removal Projects (9) Cooler and two tumblers will be the member gifts (10) Pauline will keep a list of what guests are arriving so that they can be recognized. (11) Refreshments will include donuts from Dunkin Donuts (12) Children's package to give away, Sandra Garcia will be in charge (13) Frijolitos Pintos with Sarah Barela will be serving Hamburgers and Hotdogs, potato salad, beans and desert (14) Tami will take pictures during the annual meeting (15) There will be some tables set out on the artificial grass along with the DOT Bird (16) Flags will be set up (17) MSMEC will have Banner and Equipment parked on the lot. (17) Name tags will be provided for Board Members, Staff and Special guests (18) Presentation table will have Lorna Wiggins, attorney, Duane Highley, Tri-State, someone from NMREC, Randy Robbins, Accountant, Board Members and Les. (18) Swearing in of Sam Ramirez (19) All staff will help with cleaning after the meeting (20) Grand Prizes \$450, 2-\$225 going towards electric bill donated by MSMEC, along with the Digital Smoker and barbeque sauce donated by Tri-State and Power Mobile Station donated by MSMEC, \$250 gift cards from Central and \$250 in gift cards donated from T&D, 3 base camp chairs donated by NM Rural Cooperative and 17 miscellaneous gifts from MSMEC. (21) Employees are eligible for door prizes. (22) Staff will be in at 7:00 a.m. to finish set up for annual meeting.

## **18. NEW BUSINESS –**

### **a. Temporary Loan of Electric Vehicle Agreement TS-24-0093**

Requested for Tri-State to have the TS EV vehicle present for the annual meeting. TS responded by arranging for the vehicle to be present. Tri-state provided the loan agreement and requested execution of the agreement as a condition upon having the vehicle available for test driving by MSMEC Members. The vehicle viewing and test driving will be during the annual meeting and will be coordinated by MSMEC employee. HR will arrange to comply with the insurance requirements outlined in the agreement. Motion was made to approve by Gina Mondragon and second by James Ortiz. Motion carried

### **b. Proposed Policy No. 223 – Employee Driver's Policy and Applicant Authorization and Consent for Release of Information Form**

Proposed Employee Driver's policy and consent form which will provide MSMEC permission to obtain employee driving records as needed or on a monthly basis. To be reviewed for approval for next Board meeting.

### **c. Request for Proposal Disaster Recovery Services Recommendation to award contract**

After advertising on February 22, 2024 with the board's approval for Disaster Recovery Services, and discussing the need to secure expertise in Administrative Contract payments and pursuing Mitigation Project funding, seven firms responded to the public advertisement. Three firms were short listed as the most favorable proposals. Upon

completion of interviews of two firms, The Thompson Group was the firm selected. Selection was made by evaluation committee consisting of Julie Pacheco, Robert Baca, James Ortiz, Isaiah Romero and Les Montoya Requesting approval for award contract to Thompson Group to perform Disaster Relief Services. Motion was made to approve by James Ortiz and seconded by Gina Mondragon. Motion carried

**d. Presented Engagement Letter Audit Services for the year ending December 31, 2024.**

**Funds/FEMA funds.**

Bolinger, Segars, Gilbert & Moss L.L.P. propose conducting an audit of the schedule expenditures from federal awards granted to MSMEC obtained for the year ending December 2024. Requesting authorization from the board allowing the General Manager to sign Engagement Letter authorizing the audit to be performed and completed.

**e. WSEC Schedule A Revision 5**

Contract changes on dates. The contract is already in place. Tri-State has provided the revisions on WSEC Schedule A for review by MSMEC. The revisions are consistent with Contract changes between MSMEC and Tri-State. WSEC Schedule A Revision 5 is submitted for review and approval thereby authorizing the Manager to sign off on the mentioned schedule. Motion made to approve by Sam Ramirez and Seconded by Jo C De Baca

**19. MSMEC EDUCATIONAL FOUNDATION –**

**20. CORRESPONDENCE -**

**21. INFORMATION**

**22. Calendar of Events**

- a. June 27, 2024 next Board Meeting
- b. June 29, 2024 Annual Meeting for MSMEC
- c. July 16-19 Energy Directors Conference in Boston, MA
- d. August 27-29, Co Bank – 2024 Energy and Water Executive Forum Salt Lake City, Ut

**23. EXECUTIVE SESSION-** Sam Ramirez motioned to go into session and seconded by James Ortiz. Motion carried.

**a. Personnel Matters**

**b. Update on Union Matters**

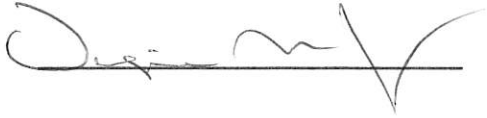
**c. Litigation Matters**

James Ortiz motioned to adjourn executive session and Sam Ramirez seconded. Motion carried.

**24. OTHER BUSINESS TO COME BEFORE THE BOARD – None**

25. ADJOURNMENT – A motion to adjourn today's meeting was made by Joe C De Baca and seconded by Gina Mondragon. Motion carried unanimously. Meeting adjourned at approximately 1:36 p.m.

ATTEST:

A handwritten signature in dark ink, appearing to be "Gina Mondragon", written over a horizontal line.A handwritten signature in dark ink, appearing to be "Joe C De Baca", written over a horizontal line.