

BOARD OF TRUSTEES MEETING MINUTES
HELD ON
September 24, 2024

The meeting was called to order by Board President, Robert Baca, at 10:50 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 Gina Mondragon. Motion carried. Motion was made by James Ortiz to go into Executive session at 10:55 am and seconded by Sam Ramirez. Motion to adjourn Executive Session at 11:20 was made by James Ortiz and second by Sam Ramirez. Motion to go back to Board meeting was motioned by Gina Mondragon and seconded by Joseph C De Baca. Motion carried.

5. RECOGNITION OF GUEST – None

6. Introduction of New Employee – None

7. SAFETY REPORT/MINUTES – Les Montoya presented the minutes on the Safety Committee meeting held on September 19 2024, in the Mora Boardroom.

8. ACTION OF REGULAR MEETING MINUTES HELD ON August 21, 2024 – The Board Minutes for the meeting held on August 21, 2024 were presented for review. Gina Mondragon, motioned to approve the minutes as presented. Joe C De Baca seconded the motion. Motion carried.

9. APPROVAL OF NEW MEMBERSHIPS (MORA 27 – PECOS 5) A total of thirty-two memberships were presented. After review, a motion was made by James Ortiz, seconded by Sam Ramirez, to approve all new memberships. Motion carried.

- 10. MANAGER'S REPORT** – Manager's report and Finance report were approved with a motion by Gina Mondragon and seconded by Sam Rameriz. Motion carried.
- 11. Delinquent report** – AS of July 2024 there were \$232,082.53 total delinquents and as of August 2024 there were \$97,461.11 total delinquents.
- 12. RUS FORM 7** – The month ending August 31, 2024 shows a negative margin of \$55,556 for the month We are at \$963.173 in Revenue, \$860,167 Total Expenses, and \$111,544 in Depreciation. Interest on long term debt \$23,398 and Interest expenses \$25,361. Total cost for the month \$1,021,641. Non-Operating margins interest \$2,912. Operating Margins is negative \$55,556 for year-to-date. Tier .43 YTD and negative 1.37 for the Month.
- 13. Outage report** – August 31, 2024 - A total of 896 consumers/members were affected for a combined total of 175.25 hours of outage for the Month of June.
- 14. FINANCE REPORT** –A motion to approve the Finance report and Manager's report was made by Gina Mondragon and seconded by Sam Ramirez carried.
- 15. TRI-STATE TRUSTEE REPORT** – Robert Baca, Tri-State Trustee, reported on the September 2024 meeting. Some topics covered included the following:
- Contract Committee working on ideas to extend contracts
 - Went over Budget to be approved by October 1, 2024
 - There will not be a rate increase in 2025
 - Received funding from ERA
 - ERP and ERA updated due to going green
 - Budget Review
 - Discussed Upcoming Legislative Bills
- 16. NMREC TRUSTEE REPORT** – James Ortiz, NMREC Trustee reported on the September 5, 2024 meeting.
- Committee met on making changes to The Enchantment – Cost
 - How to replenish Emergency Fund
 - Statewide Pak
 - Board Member going to the training and meeting the criteria
 - Larry McGraw went over the interest rates, 5.18% on short term and 4.06% on long term
 - Esther Simon of CoBank talked about the Economic Webinar

- David Spradlin talked about the Region Meeting to be held October 21st – 23rd of October in Kansas City, Mo., one of the main topics to be discussed is the Wildfire Mitigation
- 2025 Annual Meeting will be held at Isleta Resort Casino
- Want to rename the committees
- Discussed hiring a lobbyist
- Advocacy Topics – Legislation, PRC, Communications and Grant Updates
- Manager’s Committee reported that the Board met with Melinda Allan, NM Partnerships regarding economic development and with Sarah Gambill regarding (CISA) Cybersecurity & Infrastructure Security Agency, with Abigail Plecki with NM State Forestry regarding wildfire mitigation and Matt Flotte, treasurer of the Suppliers Group provided information on what the group does for the coops and James Jackson reported there is no increase on the RS Plan and there is a 3-10% increase on insurance plan.
- Update on NMPRC 22-00140-UT – Renewable Energy for Coops
- Education committee is going to start having monthly meetings
- Upcoming Events

17. ON-GOING BUSINESS-

- a. Tri-State Generation and Transmission, Inc., and MSM Solar Billing
- b. The Board is being asked to review the documents on Resolution No. 08-21-2024-003, Advertisement to sell MSMEC Surplus Vehicles and Equipment, and agree with the information as prepared along with a BID Sheet and Equipment Unit Listing. The Board is being asked to review documents and agree with the information as prepared and requesting authorization to hold a sale of the surplus equipment identified in the vehicle listing.

18. NEW BUSINESS –

- a. **Grant Application to EMNRD requesting funds to complete a Wildfire Mitigation Plan.** MSMEC is working to complete a Wildfire Mitigation Plan. Energy & Minerals Natural Resource Department for the State Of New Mexico is requesting applications for planning grants. MSMEC in partnership with NMREC in preparing an application to apply on behalf of MSMEC for grant funds to aid in paying to complete this plan. The Plan will identify areas with heightened fire risk, develop wildfire prevention measures and programs, data collection and management for improved situational awareness and develop protocols for coordination with fire response personnel, incident management teams and vegetation management and inspection procedures. Requesting Board to review the application and if acceptable to authorize General manager to apply for the funding required to complete the plan.

- b. **Bid Award Contract with Summit Line Construction Inc. to completely line re-build projects in the North Mora Area (Encinal).** Requests for bids were solicited to complete distribution line re-build work in the North Mora area. Summit Construction was the only bidder. Requesting the Board of Trustees to approve the recommendation for award of the bid to Summit Line Construction Inc. and authorize the General Manager to execute the contract with Summit. Motion to approve is made by James Ortiz and seconded by Sam Ramirez. Motion carried.
- c. **Request for Proposals to Perform Professional Auditing Services.** Mora-San Miguel Electric Cooperative, Inc., MSMEC is soliciting New Mexico Licensed Auditing Services to complete Mora-San Miguel Electric Cooperative's ending 2024,2025 and 2026 financial Audits. Granting authorization to General Manager to advertise the solicitation of proposal to hire an Auditing Company to perform MSMEC Audit for the next 3 years. Motion to approve is made by Sam Ramirez and seconded by James Ortiz. Motion carried
- d. **Request to Write-Off delinquent Miscellaneous A/R amounts for Service Calls billed to an individual or business.** The Miscellaneous A/R accounts totaling \$11,844.15 pertain to services rendered by our line crew, billed monthly to individual and business listed. Collection agency had no success in collecting delinquent amounts. Asking the Board to review and approval of delinquent miscellaneous A/R accounts to be written off. Motion to approve is made by James Ortiz and seconded by Sam Ramirez. Motion carried.
- e. **Listing of Delinquent accounts to be written off as per MSMEC Policy No. 311.** As per MSCEC Board Policy 311, staff is required to review and present the listing to the Board of Directors in February and September of each year. Requesting approval to write off delinquent accounts. Motion to approve is made by James Ortiz and seconded by Sam Ramirez. Motion carried.

Motion to adjourn to the regular meeting. Approved by Sam Ramirez and Seconded by James Ortiz.

Motion to go into the MSMEC Education Foundation, approved by James Ortiz and seconded by Joseph C de Baca.

19. MSMEC EDUCATIONAL FOUNDATION

- a. **Mora independent School District** – Melinda Leyba, Teacher Student Council Advisor, presented MSMEC with a request for funding to support the growth and development of students in the Mora School system. The student opportunities in Leadership, teamwork, and project management are supported through the Mora High School Student Council. This funding request is presented to the Education Foundation Board for consideration. Motion to approve is made by James Ortiz and seconded by Sam Ramirez. Motion carried.

20. CORRESPONDENCE –

- a. Received Thank You letter from El Valle Community Center
- b. Received an invitation from Northern Rio Arriba Electric Cooperative, Inc. for their Annual meeting. on September 30, 2024 to be held in Chama, NM

21. INFORMATION

22. Calendar of Events

- a. September 30, 2024 – Northern Rio Arriba Electric Cooperative, Inc.-73rd Annual Meeting

23. EXECUTIVE SESSION- Gina Mondragon motioned to go into session and seconded by Sam Ramirez. Motion carried with no action.

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

James Ortiz motioned to adjourn executive session with no action taken 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 James Ortiz and seconded by Sam Ramirez. Motion carried unanimously. Meeting adjourned at approximately 12:23 p.m.

ATTEST:

