

# Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday Sept 27, 2023 7:00 p.m.

## Held via Zoom Audio and/or Video Conference

lakecanyonmwc@gmail.com <http://www.lakecanyon.com/> 408-834-7745 (message)

OPEN MEETING: Any eligible person may address and ask questions of the Board relating to any matter within the Board's jurisdiction, if the matter is not on the agenda or pending before the Board.

**Roll Call:** Sam Monga, Mindi Porebski, Aaruna Godthi, Rebecca Cabral

**Also in attendance:** Bud Everts

Mindi called the meeting to order at 7:11 p.m.

**Consent Agenda:** Financial, Water, Staff, Projects, and Maintenance reports (10 min.)

- Financial reports: Bud finds the QuickBooks management report Expenses by Vendor Summary to be the most useful to look at.
- Board members are looking for irregularities or items / costs they are not familiar with and might want to ask questions about
- Bud explains some details of the reports for the new board members

Sam makes a motion to approve the financials

Mindi seconds

Motion passes 4-0

**Reports:** Communication, and Correspondence Reports (5 min.)

- Required training for new board members or existing board members after 6 years since their last certification: [link](#)
- Water supply is great. Lake Ranch Reservoir, the headwaters for Lyndon Creek, is currently much higher than prior years for the same month.

Mindi makes a motion to accept the reports

Aaruna seconds

Motion Passes 4-0

Business

- [All] Welcome new Board / Recap September 9th Members meeting
  - Attendance was lower than normal, but the agenda was good and attendees seemed to understand all of the content.
  - The Firewise presentation was good and included certificates and forms to get free address signs.
  - Covered generator requirement and took some suggestions
  - Recapped pipeline project exploration
  - Quorum was reached in proxy votes via mail and email, with 30 of 56
  - Ru and Jim stepped down from the board and Aaruna Godthi and Rebecca Cabral were elected by the vote
- [All] Review and elect board officer positions

Sam makes a motion to recommend Mindi as Secretary

Rebecca Seconds

Motion passes 3-0

Mindi makes a motion to recommend Bud as Treasurer  
Rebecca Seconds  
Motion passes 4-0  
Mindi makes a motion to recommend Rebecca as President  
Sam seconds  
Motion passes 3-0

Aaruna makes a motion to recommend Sam as Vice President  
Mindi seconds  
Motion passes 3-0

The Sept 2023 - 2024 board officers:

- President: Rebecca
- Vice President: Sam
- Secretary: Mindi
- Treasurer: Bud

- [Sam] Update on RFID meters
  - Sam presents a spreadsheet with details of our meter types
  - 30 meters will work with the out-of-the-box solution
  - For other meters, we need to retrofit or replace them, and prefer the lower cost option, but most of these meters we would want to replace over time
  - Cost to replace them is approximately \$100-120 to retrofit or approximately \$100-120 for new meters
  - Recommendation is to replace the meters and phase them in over time
  - Board discusses labor implications and disruptions required for meter replacement
    - Bud would have to check but meter replacement might require a larger shutoff than just one home
  - Meters will likely only get more expensive if we wait
  - Recommendation that Tom be made aware of the homes with different size piping, in case he needs to do adapters, etc.
  - Board has already approved purchasing the RFID equipment, which will be required regardless of the path forward (retro-fitting or replacing). Sam will proceed to order the RFID equipment
  - Sam to come back next month with info on labor and additional quotes for replacing meters
- [Ru, Bud] Back-up Generator project
  - Bud to ask Ru to attend October meeting or bring Bud and Rebecca up to speed on this project for a summary next month
  - Ru was already working with a colleague that Rebecca has a relationship with, but the board sees no conflict of interest with her taking point on this project
  - Rebecca to volunteer as point
- [Jim] Pipeline project - summary / info sharing for new board members
  - Bud has networked around funding and has contacts looking into options, but most are grants only available on a basis of disadvantaged communities, which we don't meet the requirements for
  - Valley Water might have some grant support. We met with them previously and the lead person was going to do more research and get back to us
- [Aaruna] how to meet physical location requirement for meetings
  - Aaruna's recent training stated that there needed to be a physical address provided
  - Bud assumes the intention of that was to ensure community members could attend
  - Alternative idea to provide a day-of location by contacting the board
  - Meetings were previously in the water treatment plant
  - Attendees are welcome to email [lakecanyonmwc@gmail.com](mailto:lakecanyonmwc@gmail.com) if they are unable to connect to Zoom or don't have the internet connection, and we will meet the physical location requirement
  - Aaruna to find out more and inform the board

Additional discussion: Board access

- New board members to get access to the LCMWC Google Drive and the QuickBooks financials
- Bud could also do a walk-through to help us understand the QuickBooks interface, proposed adding to next meeting agenda
- Aaruna and Mindi to connect on getting the website up to date
- Board agrees that current third Wednesday of the month is generally good from a scheduling perspective

**Review Meeting Minutes from this meeting**

Mindi makes a motion to approve the meeting minutes

Sam seconds

Motion Passes 3-0

**Adjourned meeting at 9:20 p.m.**

**Next meeting on Wednesday, October 18th (3rd Wednesday of each month) at 7:00 p.m. via Zoom**