

CLAY RURAL WATER SYSTEM, INC.
BOARD MEETING SUMMARY
JULY 23, 2009

On July 23, 2009 at 7:32 p.m. the monthly meeting of the Clay Rural Water System, Inc. Board of Directors was called to order by Board President Robert Wood at the System Office. The following directors were also present: Jim Ross, Duane Holoch, Tom Manning, Bob Wood, Rick Peterson, Vic Hendriks, Glen Gilbertson, and Craig Nelson. Also present were: Manager Greg Merrigan and Office Manager Donna Henriksen.

ADOPT AGENDA: A motion was made, seconded and carried to adopt the revised Agenda.

MINUTES: The minutes of the June 25, 2009 regular Board meeting were distributed previously. The minutes were approved. A motion was made, seconded and carried to approve the Board Summary for June 25, 2009.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENT: The June Financial Summary was received. A motion was made, seconded and carried to approve the transfer of funds.

BILLS FOR PAYMENT: The July Bills for Payment and August Bills requiring pre-approval were presented for approval. A motion was made, seconded and carried to approve.

MANAGER'S REPORT: Greg Merrigan presented the July Manager's Report. He noted the South Union Member Appreciation Day will be held Thursday, August 20 from 5 – 8:00 p.m.; the next issue of QOT is being written; presented a report on the AWWA Conference he attended; discussed Clay Co. Highway Agreement; updated work done on 2010 Project; and noted meetings he attended along with distribution, and general and administrative activities performed by the Staff. The May 2009 Water Sales Report was also included.

LEGAL REPORT: Mike McGill has worked on an Amendment to the Clay Co. Highway Agreement and reviewed loan documents in connection with the 2010 Project.

SDARWS UPDATE: It was noted that the 2nd payment is being made to the Building Pledge Fund.

2010 PROJECT: Greg Merrigan reviewed the 2010 Improvements Project Update.

JOHN DEVANY MEMORIAL: Greg Merrigan reported on activity in the past month.

MEMBER NOTIFICATION DRAFT POLICY #116: Member Notification Policy #116 was re-presented with additional wording regarding notification by email. A motion was made, seconded and carried to adopt the revised Policy #116.

AUDIT SERVICES: Greg Merrigan reviewed the current Audit process and procedures.

REVIEW RETREAT TO-DO-LIST: Greg Merrigan reviewed the Board To-Do-List that was prepared at the Board Retreat held earlier this year.

SECRETARY OF STATE NON-PROFIT FILING: The annual Non-Profit report was presented. A motion was made, seconded and carried for the President to sign the report and submit to the Secretary of State.

ROUTINE OFFICE BUSINESS: A motion was made and seconded and carried to approve six drop services, two membership transfers, 12 new services, and two bad debts.

OTHER ITEMS FOR DISCUSSION: Thank you from Hollingsworth Family; thank you from Shannon Jepsen.

CALENDAR OF EVENTS: July 28 – RW Golf Tournament; July 29 – Manager’s Meeting in Sioux Falls; July 29 – St. Agnes students – tour of WTP; Aug. 20 – S. Union Member Appreciation, 5-8 p.m.; Aug. 27 – next regular Board meeting, 7:30 p.m., System Office.

SUPPLEMENTAL INFORMATION: None.

ADJOURNMENT: A motion was made and seconded and carried to adjourn at 8:32 p.m.