

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
DECEMBER 21, 2017**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 1:03 p.m. by President Bob Wood at the Water System Office. Directors present were: Dave Reiff, Jim Schurdevin, Duane Holoch, Pat Manning, Randy Ronning, Randy Huot, Bob Wood, Russ Lilly, and Glen Gilbertson. Also present were: Manager Greg Merrigan, and Office Manager, Donna Henriksen.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the November 21, 2017 regular Board meeting and the Board Summary were distributed previously. Both were approved.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The November Financial Summary was reviewed. A motion was made, seconded and carried to approve four financial transfers. Checkbook balance, cash balance, major budgeted items, Allocation of Costs and Bank Statements were reviewed.

CHECK REGISTER: Donna Henriksen reviewed the December Check Register and January Bills requiring pre-approval. A motion was made, seconded and carried to approve.

MANAGER'S REPORT: Greg Merrigan presented the December Manager's Report and reviewed the November Water Sales Report.

LEGAL REPORT: None.

SDARWS UPDATE: Glen Gilbertson reported on the December 7th SDARWS Board meeting and the upcoming ATC. The NRWA Rally will be held Feb. 5-7 in Washington, D.C.

OLD BUSINESS: None.

2016 SUMMARY PENSION REPORT: Manager Merrigan reviewed the Pension Report for calendar year 2016.

PROPOSED 2018 MEETING DATES: A motion was made, seconded and carried to approve the proposed 2018 meeting dates, with one change.

SET COMMITTEE MEETING DATE: A motion was made, seconded and carried to approve a Committee Meeting date of August 23, prior to the regular Board meeting.

SIGN MANAGER'S CONTRACT: A motion was made, seconded and carried to authorize the President to sign Manager Merrigan's contract for 2018.

ANNUAL LOBBYING MOTION: A motion was made, seconded and carried to adopt a lobbying motion for 2018.

DISTRICT ELECTION UPDATE: Manager Merrigan reviewed the District Election Process and President Wood appointed a Nominating Committee.

EOY FINANCIAL TRANSFER: A motion was made, seconded and carried to approve a First Premier transfer of funds, if needed, for FDIC purposes.

ROUTINE OFFICE BUSINESS: The Board reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve all office business, including: no Drop Services, 13 New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: Discussion was held on a possible Board Tour and Board packets – mailed or emailed.

CALENDAR OF EVENTS: Dec. 25 – Office closed for Christmas!; Jan. 1 – Office Closed for New Year's Day; Jan. 9 – 11 – ATC in Pierre; Jan. 25 – next regular Board meeting, 7:30 p.m., System Office; Jan. 31 & Feb. 1 – Manager's meeting in Pierre.

SUPPLEMENTAL INFORMATION: 4-H Club thank-you's.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 2:07 p.m.