

**OTEMWC Board of Directors Meeting
Minutes May 11, 2018**

This special meeting of the OTEMWC Board of Directors was held at the home of George and Marian Silva, 3000 Woodstock Road. George Silva called the meeting to order at 4:42 PM. Board members present included Carol Robinson, Hank Cook and Mike Rhodes. Neither Nancy Eckhous nor David Mexico were able to attend.

Meeting Minutes:

The board reviewed minutes for their meeting of April 13, 2018. After a correction these were approved unanimously.

Old Business

Though no Treasurer's report was necessary for this meeting Carol alerted the board that Mike Gartzke, an independent financial auditor, will have the 2017 Annual Financial Review ready for distribution at the annual meeting. George called this board meeting to make final arrangements for the Annual Shareholder's meeting to be held Saturday, 19 May. There are two items for discussion: suggestions for improving the process to collect shareholder ballots and final preparations for the annual meeting.

Ballot Procedure

Carol Robinson and Marian Silva will comprise an elections committee to develop a secure and simple annual ballot process. At this time, the process is somewhat complicated and can easily jeopardize ballot secrecy. They will bring to the board their suggestions shortly.

Final Preparations for Annual Meeting at St Mark's in Los Olivos, May 19th:

- Board members should try to arrive at 8:30AM to help set-up. Registration begins at 9AM, the meeting begins at 9:15AM
- Marian Silva and Ida Rhodes will be the ballot counters.
- Carol will bring copies of the 2017 Financial Review, the final 2018 budget and the 'back section' of our most recent Reserve Study
- Mike will bring the Minutes of the 2017 Annual meeting, Sign-in Sheet, and Shareholder Roster list to solicit corrections.
- Hank will bring a summary of local water rates for OTEMWC comparison
- George will provide the agenda and make a statement to the shareholders that well enclosures should not be accessed.

Adjournment

There being no further business to come before the board, the meeting was adjourned at 5:14PM.

Respectfully submitted,

Mike Rhodes, Secretary