



New Mexico Rural Water Association
Executive Committee Meeting Minutes
NMRWA Office, Albuquerque, NM
December 1, 2006

Committee Members Present:

John L. Jones, President
Ray Leverich, Secretary / Treasurer
Jim Dunlap, National Director
Keith Lee, Past President
Clarence Aragon, Legislative Chair
Debra L. Ingle, Director
Ivan Roper, Director

Committee Members Absent:

Pat Banegas, Vice-President

Guests Present:

Matt Holmes, Executive Director
Christine Ageton, Assistant Director
Richard Rose, Bureau Chief, NMED

Sue Sleeper, Financial Officer
Lupe Aragon, Circuit Rider

I. Call to Order

President John L. Jones called the meeting to order at 10:10 am.

II. Pledge of Allegiance

President John L. Jones led the members in the Pledge of Allegiance.

III. Approval of Agenda

Debra Ingle moved to approve the agenda
Jim Dunlap seconded the motion

Debra Ingle amended her motion to move the agenda item "NMED Construction Program Bureau Funding" before "Executive Director's Report"
Ray Leverich seconded the motion
Motion carried unanimously

IV. Approval of Minutes – May 19, 2006

Jim Dunlap moved to approve the minutes
Ivan Roper seconded the motion
Motion carried unanimously

V. NMED Construction Program Bureau Funding

Richard Rose, Bureau Chief of the Construction Programs Bureau, New Mexico Environment Department presented draft legislation proposing changes to the Rural Infrastructure Act and the Clean Water State Revolving Loan



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Administrative Fund Act. Mr. Rose explained that his Bureau faced increasing administrative costs and asked for the Committee's support of the draft legislation, allowing for increased funding for these costs. Jim Dunlap expressed concern with potentially vague language in the proposed legislation regarding water quality analysis and source water protection. Mr. Rose committed to addressing these concerns and informing the Executive Committee if there were any major changes to the bills during the legislative session.

Ray Leverich moved to support the draft legislation as presented by Mr. Rose
Debra Ingle seconded the motion
Motion carried unanimously

VI. Executive Director's Report

Matthew Holmes presented the Executive Director's Report. He presented a detailed report on Association and program finances. Additionally, the following items were discussed:

- Mr. Holmes' recent meeting with NRWA and USEPA regarding the wellhead protection and training programs
- Changes to NRWA In-Service
- Mr. Holmes' placement on the NRWA Marketing Committee
- The upcoming Executive Director's meeting in Florida
- Status of several potential and pending contracts
- The membership survey
- The ATV fundraiser

VII. National Director's Report

Jim Dunlap presented the National Director's report. The following items were discussed:

- Mr. Dunlap's work on the NRWA Professional Development Committee will focus on encouraging operator certification among young people and raising the level of pay for operators.
- EPA is considering bottled water as a compliance option for contaminants like arsenic and uranium. Mr. Dunlap asked for clarification from the Committee members on this topic.
- The proposed NRWA bylaws change by New York Rural Water was defeated.

VIII. Legislative Chairman's Report

Clarence Aragon presented the Legislative Chairman's report. The following items were discussed:



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- Representation for Rural Water on the Water Trust Board: the Committee felt that this was important and that legislation should be considered. The Chairman will identify potential sponsors.
- Regional Authority Legislation: two proposed statutes by the Office of the State Engineer / Utton Center were reviewed and discussed.

Jim Dunlap moved to support the Regional Authority draft legislation in principle
Debra Ingle seconded the motion
Motion carried unanimously

IX. Presentation of 2007 Budget for Approval

Executive Director Matthew Holmes presented the proposed 2007 Association budget.

Jim Dunlap moved to approve the 2007 budget as presented, with the caveat that the Executive Committee receives financial reports on program travel expenses
Debra Ingle seconded the motion
Ivan Roper called the question
Motion carried unanimously

X. Presentation of NMRWA Employee Polices and Procedures Manual for Approval

Executive Director Matthew Holmes presented the proposed NMRWA Employee Polices and Procedures Manual. The Committee changed the following items:

- References to the “Board of Directors” in the Manual were changed to “Executive Committee” where appropriate
- The sick leave policy was amended for those employees who were over the proposed limit of 480 hours – these employees would retain their current accrued sick leave, but no longer accrue leave until their leave dropped below 480 hours

Debra Ingle moved to approve the NMRWA Employee Polices and Procedures Manual with the above changes
Ivan Roper seconded the motion
Motion carried unanimously

XI. Committee Reports

The Finances Committee requested the Executive Director coordinate a meeting with Committee members to address the following items:



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- Funding the Assistant Director position on a permanent basis
- Reviewing an increase in Membership Dues
- Financing a new office building

XII. New Business & Public Comment

The Executive Committee decided the next meeting will be held on January 25, 2007 in Santa Fe.

There was no public comment.

XIII. Comments from the President

President John L. Jones had no comments.

XIV. Adjourn

Ivan Roper moved to adjourn
Ray Leverich seconded the motion
Motion passed unanimously

The meeting was adjourned at 2:15 pm.

John L. Jones, President

Ray Leverich, Secretary / Treasurer



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Friday, December 1, 2006, 10:00 am
NMRWA Office, Albuquerque

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Approval of Minutes – May 19, 2006
- V. Executive Director’s Report
 - ◆ Financial & Program Status
- VI. National Director’s Report
- VII. Legislative Chairman’s Report
 - ◆ Water Trust Board
 - ◆ Regional Authority Legislation
 - ◆ NMED Construction Programs Bureau Funding
- VIII. Presentation of 2007 Budget for Approval
- IX. Presentation of NMRWA Employee Policies and Procedures Manual for Approval
- X. Committee Reports
 - ◆ Political Action Committee
 - ◆ Awards Committee
 - ◆ Finances Committee – Membership Dues Process
- XI. New Business & Public Comment
- XII. Comments from the President
- XIII. Adjourn