

MINUTES

Trustee / Admin Meeting

10:00 AM Monday November 27, 2023

Via Zoom

Present: Chair Bryan Miles, Trustee Lee Davis, Trustee Brent Brucker, Administrator Janine Reimer.

1. **Approval of the Agenda** Moved L.Davis; 2nd B.Brucker. Carried.

2. **Approval of the Minutes**
Trustee Meeting October 25 Moved B.Brucker; 2nd L.Davis. Carried.

3. **Bylaw 136 Final Review** Trustees
The trustees reviewed revisions based on the previous meeting. Discussion resulted in further revision. The final reading was adopted.
..... Administrator to send final version to the Chair for signature.

4. **Budget 2024** Trustees
The trustees reviewed the 2024 figures, including 4 capital projects — 2 hydrants, 3 air release valves, 2 meter replacements, and a clean/refurbish/paint on the upper tank. For operating expenses, a 7 percent increase in most line items was expected, and a computer lease from the administrator was accepted. The 2024 year-end transfer to reserves was planned to be \$13,000.

The administrator said the 2024 budget as presented did not include a capital expenditure on either of 2 projects that would further address the generator complaint, as had been proposed to property owners at the July 30 AGM and in the newsletter circulated October 31 to all property owners. Trustee Brucker noted that property owner feedback did not warrant the expenditures. There being no further discussion, the 2024 budget was approved.

4a. **Motion**
THAT the 2024 budget be adopted as presented.
..... Moved B.Brucker; 2nd L.Davis. Carried.

5. **Newsletter feedback**
The administrator had previously forwarded to the trustees each property owner response as it was received between October 31 and the November 21 deadline.

The trustees noted some trends in the responses. The Chair said the newsletter had not advised property owners that responses would be published, so suggested a summary be produced instead. The administrator said she would compile the summary, for trustee approval.

.....Administrator to summarize property owner feedback

6. **Next meeting** TBD 2024

7. **Adjournment**Moved B.Miles
11:12 a.m.