

**MINUTES**  
**NFRWQPA – EXECUTIVE COMMITTEE**  
**September 25, 2008**

**1. Determination of a Quorum**

Meeting was called to order by Steve Adams at 12:30 pm. Other Executive Committee members present were: Earl Smith, Dave Andre, Jon Mays, Carol Webb, and Connie O’Neill Manager of NFRWQPA.

**2. Approval of Agenda**

Mr. Adams suggested adding succession plan and replacement of chairman to the agenda and all were in agreement. Ms. O’Neill stated that Mr. Hodge resigned from Upper Thompson S.D. so he no longer will be able to be the chair for the Association. Mr. Adams stated that when a chairman leaves a group the vice chairman normally takes over according to Robert’s Rule of Order. With three more months of business to conduct we will need a chair. Mr. Doering who is the vice chair will now fill in as chair for the remainder of the year. It was decided that members will be notified of the plan to move the vice chairman to the chairman position in accordance with Roberts Rules of Order. There was additional discussion regarding the vice chair position. It was determined that the membership would be informed of the proposed succession plan and agreement determined. If the membership would want to replace the vice chair position prior to January then a nomination committee would need to be formed. Mr. Adams also suggested that Ms. O’Neill have ballots available at the next meeting if needed.

**3. Approval of Minutes**

Mr. Mays made a motion to approve the minutes, Mr. Andre seconded the motion and it was approved.

**4. CDT-COLOTRUST Account Changes**

Ms. O’Neill stated that Colorado Diversified Trust (CDT) is the investment company that NFRWQPA had their reserved funds with. This was affected by the Leman Brother’s bankruptcy and as a result the funds have been transferred to ColoTrust NFRWQPA lost about \$6,267.00 in our bank reserve account and a little over \$1,200.00 in the monitoring account. This will not immediately affect our operating budget; however three signatures are required by the association for any transfers of money to take place. Ms. O’Neill would like action to be taken by the committee to authorize either Ms. O’Neill or Mr. Adams to sign for the new accounts and to approve the transfer of funds to ColoTrust. This would follow what the policies state for NFRWQPA. Ms. O’Neill and Mr. Adams are approved to sign and Mr. Doering should be authorized to sign also. Mr. Andre stated that we should notify Big Thompson Watershed Forum that there is a potential short fall which may not be due right away. Mr. Andre made a motion for Ms. O’Neill to attend the meeting and or submit proxy to authorize the

transaction for the transfer of funds. Mr. Smith seconded the motion and it was approved. Mr. Smith made a motion for the approval for Ms. O'Neill to be able to sign depository bank and authorized wire accounts and authorized signatory and designee amendment forms. Mr. Mays seconded the motion and it was approved.

5. **Preliminary 2009 Dues & Budget-**

Ms. O'Neill discusses the budget issues that had been revised. The 2009 budget will be closer to our actual expenditures. Mr. Adams asks if any members would be dropping out of the organization. Ms. O'Neill had not heard of any members planning on dropping out. Mr. Adams stated that revenue projections look good for next year. There was additional discussion on several specific line items. Final action on the budget will take place in December. Mr. Andre made a motion to approve the preliminary budget along with any amendment made by the accountant's interpretation of the CDT fall out. Mr. Mays seconded the motion and it was approved. Mr. Andre made a motion authorizing Ms. O'Neill to use the fee schedule for 2009 dues and 2007 population. Mr. Smith seconded the motion and the motion was approved.

6. **NFRWQPA Utility Plan & Site Application Policy**

Ms. O'Neill stated that this item was in follow up to the survey where it was determined that she would work with the Executive Committee on revisions. The intent was made more clear with the revisions and added the opportunity for minor amendments to be considered without a Utility Plan. There was discussion regarding the various review processes for each type of application and whether these changes address the issues that the Association has faced recently. Mr. Adams suggested that a cover memo be included with the policies when presented to the membership to explain the changes and how they address the issues. Mr. Adams would like to see the diagrams have a title/label so it will be easier to read. Mr. Smith made a motion to add the additional changes as suggested and present these changes to the membership at the October meeting as a recommendation from the Executive Committee. Mr. Mays seconded the motion and the motion was approved.

7. **Regulation 22 Revisions**

Ms. O'Neill indicated that the committee has met a few times. The revisions that NFRWQPA suggested were to streamline the pilot project approval process and the second one was to consider the Utility Plan as a requirement. The pilot project has not yet been discussed by the committee. The Utility Plan has been discussed by the committee and was initially rejected; however the Committee

indicated they would be open to considering more specific issues. The issues will be discussed further at the October 16<sup>th</sup> meeting.

**8. November-December meeting date**

Ms. O'Neill asks if the November and December meeting should be combined. Ms. O'Neill suggests that the meeting be on December 11<sup>th</sup> with Executive Committee meeting first followed by the regular meeting. This date was agreed on by the Committee. Ms. Webb will be on maternity leave in December so we will touch base with her in late November to see if she has any comments.

**9. Other Business**

Ms. Webb stated that there will be a Regulation 61 hearing in February. She offered to talk about this at the October meeting when she has more information.

**10. Adjournment**

Meeting was adjourned at 2:25 p.m.