

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

May 20, 2019

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS

The Board of Directors (the "Board") of the Prairielands Groundwater Conservation District (the "District" or "Prairielands GCD") met in a regular board meeting at 205 S. Caddo Street, Cleburne, Texas.

CALL TO ORDER AND DECLARE REGULAR MEETING OPEN TO THE PUBLIC

President Charles Beseda presided and called to order the regular Board of Directors Meeting at 9:09 a.m., announcing the meeting open to the public.

ROLL CALL

The roll was called of the members of the Board of Directors, to wit:

Charles Beseda
Dennis Erinakes
Randy Kirk
Marty McPherson
Maurice Osborn
Tod Sandlin
Kent Smith
Paul Tischler

All members of the Board were present, with the exception of Director Sandlin. Also, in attendance at said meeting were Kathy Turner Jones, General Manager; Brian Sledge, District Counsel; District staff; and members of the public.

PUBLIC COMMENTS

None.

ADMINISTRATIVE AND FINANCIALS

Director Smith moved to approve the Consent Agenda, Director Kirk seconded the motion, and it carried.

UPDATE ON PUBLIC OUTREACH ACTIVITIES, EDUCATIONAL, AND CONSERVATION EFFORTS

Ms. Jones apprised the Board regarding accomplishments in public awareness. Ms. Newby had provided demonstrations in the Conservation / Education Trailer at schools and civic events with more events scheduled through the remainder of May and into the summer months. Ms. Newby has continued to grow the social media for the District through Facebook, Twitter, and LinkedIn and has utilized Constant Contact to notify the public of board meetings. Ms. Newby is working through the process of putting together information regarding a redesign of the District's website.

GENERAL MANAGER'S REPORT AND UPDATE ON ADMINISTRATIVE, OPERATIONAL, AND REGULATORY ISSUES OF THE DISTRICT

Ms. Jones apprised the Board on pertinent operational and management activities that the District and its employees have encountered or untaken since the last regular Board meeting.

Update on current banking/financial procedures and activities:

Ms. Jones reported that Ms. Douthitt had moved forward on the financial changes that were approved by the Board in April. She had implemented the bill payment feature in QuickBooks, initiated online banking utilizing the remote deposit, set up and processed Direct Deposit for employee payroll, assisted in ACH Cash Management, modified and expanded financial reports as directed by management for greater transparency, and assisted in interviewing 3rd party payment processing vendors for merchant service's needs.

Board Policies and Document Review Schedule:

In addition, Ms. Douthitt assisted management in creating a Board Policies and Document Review Schedule which displays the frequency in which agreements and contracts are reviewed and which will be used as a guide to streamline the coordination and review going forward.

Update and status report on relocation and construction of office and building facility:

Ms. Jones provided an updated schedule noting the construction project went out for formal bid(s) Tuesday, May 14, 2019. Magee Architect has tentatively scheduled the final bid tabulation for June 17, 2019. Construction is projected to commence end of June.

GENERAL COUNSEL'S REPORT

None.

At 9:14 President Beseda announced, “the Board will recess into a Closed Executive Session under Government Code Section 551.071, for consultation concerning attorney-client matters. No action will be taken in closed session, and the Board will reconvene in open session at the conclusion of the closed session.” The Executive Session concluded at 10:08 a.m.

At 10:09 a.m. the regular meeting reconvened in open session.

CONSIDER AND TAKE ACTION AS NECESSARY TO APPROVE AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONSULTING AGREEMENT WITH JIM CONKWRIGHT


Director Tischler moved to approve and authorize the General Manager to execute a consulting agreement with Jim Conkwright for services pertaining to the operations of the District. Director Kirk seconded the motion, and it carried. Director Erinakes opposed.

OPEN FORUM / DISCUSSION OF NEW BUSINESS FOR FUTURE MEETING AGENDAS


None.

ADJOURN

At 10:12 a.m. Director McPherson moved to adjourn. Director Kirk seconded the motion, and it carried.



Charles Beseda, President



Maurice Osborn, Secretary/Treasurer