

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

November 18, 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, TX.

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 10:06 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	Maurice Osborn
Dennis Erinakes	Tod Sandlin
Randy Kirk	Kent Smith
Marty McPherson	Paul Tischler

All members of the Board were present, with the exception of Director(s) Kirk, Erinakes and Sandlin, thus constituting a quorum of the Board of Directors. Also, in attendance at said meeting were Kathy Turner Jones, General Manager; Brian Sledge, District Counsel; District staff; and members of the public. *Copies of the public sign-in sheets and comments cards received are attached hereto as Exhibit "A" to the Regular Board of Directors Meeting minutes.*

PUBLIC COMMENTS

None.

ADMINISTRATIVE AND FINANCIALS

Consent Agenda: Motion by Director Smith to approve the consent agenda. Director Osborn seconded the motion and it carried unanimously by all those who were present.

Update on current banking/financial procedures and activities. Ms. Jones said the District had been working with an outside firm to help work on utilizing QuickBooks and improving accounting processes. Ms. Jones said she is very pleased with the improvements and skills learned by District staff through this training. Ms. Jones also discussed updates on updating the District's online payment system to include ACH payments. She stated the District has identified a company to use to accomplish these updates, but the District is also working on finalizing some

changes to the database, and so the implementation of the online payment updates will be delayed until necessary changes to the database have been completed.

Discuss, consider and take action as necessary to authorize the General Manager to execute renewal of existing office lease. Ms. Jones said she met with the leasing agent for the office space, who reiterated that hotel owners are agreeable to an 8- or 9-month lease and maintain the current monthly lease cost of \$2,500. Director McPherson made a motion to allow the General Manager to execute renewal of an office lease contract for an eight-month term with a month-to-month agreement at the end. Director Smith seconded. The motion passed.

BUDGET AND FINANCE COMMITTEE

Discuss, consider and take action as necessary to approve resolution #19-014 reviewing and adopting FY 2020 Operating Budget and authorize the General Manager to take any and all action necessary for the implementation of this Resolution. Ms. Jones said the Budget and Finance Committee met November 13 to review and identify all reasonably anticipated District revenues, expenses and activities for the January through December 31, 2020 fiscal year. Ms. Jones said based on these factors, including final construction phases for the new building, the committee has recommended a proposed 2020 annual budget reflecting a 5.9 percent increase from 2020. Director Osborn moved to adopt Resolution #19-014, and Director McPherson seconded. The motion passed. *A copy of said Resolution #19-014 is attached hereto as Exhibit "B" to the Regular Board of Directors Meeting minutes.*

Discuss, consider and take action to approve selection of audit firm to serve as the District's auditor for the fiscal years of 2019 and 2020. Ms. Jones said requests for audit proposals for the 2019 and 2020 fiscal years were mailed out on October 14 to seven firms. The District received three proposals back to the District on or before the November 14 submittal deadline. Ms. Jones mentioned that in the Director's board packets they would find summaries of the firms who had submitted. Director Osborn opened the item of business to discussion by the other board members. President Beseda stated that changing auditing firms every three years is needed to get different views and insights instead of using the same firm. Director Osborn made a motion to approve Yeldell, Wilson, Wood & reeve, P.C., as the selection for audit firm for the fiscal years of 2019 and 2020. Director Tischler seconded the motion. The motion passed.

POLICY AND PERSONNEL COMMITTEE

Discuss, consider, and take action regarding Texas County District Retirement System's Plan assessment for Plan Year 2020. Ms. Jones said she and the District's bookkeeper had met with TCDRS's representative earlier that month to discuss the plan assessment provided to the District in April as a snapshot of the previous year. Ms. Jones said under the fund guidelines, the District is required to fund 8.88% annually of the actuarial accrued liability. However, the Board previously elected, and is contributing 9.1% annually. Ms. Jones explained how the rate is designed to have room for adjustment based on market trends that may not have increases to pass on through gains. Looking at the valuation results, Ms. Jones said the District's funded ratio is shown as 97.8% compared to the other similar young plans as the District's across the industry which average 80%. Ms. Jones said the unfunded balance was \$3,989, and while it seems unfunded it will fluctuate from time to time. Director Tischler stated that in the last three to four years the District has not had any overfunded balances, and if the District had one it could give

the funds to the underfunded balance. Director Tischler made a motion to fund the unfunded balance on the Texas County District Retirement System's retirement plan for District employees. Director Smith seconded the motion. The motion passed.

Discuss, consider and take action as necessary to amend the District's group Flexible Spending Account (FSA) service plan provided by Total Administrative Services Corporation (TASC). Ms. Jones reported that the Personnel and Policy committee met on November 8 to review the District's employee defined benefits plans. She added that following information received to the District from our benefit coordinators, the personnel committee is recommending amendments to the employee's Flexible Spending Account plan to define annual contributions to be employee contributions only. Ms. Jones explained how under the amended plan, employees may still elect to redirect some of their otherwise taxable compensation to the Plan to pay for most non-covered medical, dental, and vision expenses, deductibles and co-pays up to a limit of \$2,700 per year. Director Tischler made a motion to approve amendments to the District's group Flexible Spending Account. Director McPherson seconded the motion. The motion passed.

Discuss, consider and take action as necessary authorizing the level of employee group benefits provided by the District. Ms. Jones stated that to help offset changes to employee benefits, the personnel committee has reviewed and recommends the Board consider an increase in employee group benefits to include the addition of short-term disability insurance and a medical concierge service. Ms. Jones explained how the annual estimated cost for short-term disability insurance based on eight employees is projected at \$1,500, and the medical concierge annual cost would be \$600. She said the benefit of these services outweigh the premiums, and this would provide savings to the District and provide added benefits for the staff. Director Tischler made a motion to authorize including short-term disability insurance and a medical concierge service for District employees as part of their group benefits provided by the District. Director Smith seconded. The motion passed.

Discuss, consider and take action approving Resolution #19-015 reviewing and adopting amendments to the District's personnel policies and procedures and authorize the General Manager to take any and all action necessary for the implementation of this Resolution. Ms. Jones said the changes, additions and clarifications to the Personnel Policies and Procedures ensure the District's policies are consistent with state and federal law. She highlighted how major changes include updating employee definitions, defining new hire probationary period, and clarifying employee salary and COLA adjustments to make the policy a more concise, assessible documents built around an open-door policy. She added that additional changes and clarifications involve the overtime provision, amending the Flexible Spending Account to be in compliance with IRS guidelines, broadening the sexual harassment policy to prohibit harassment based on any protected reason; and added appendices for wage deduction authorization and employee wage/salary organizational chart. Ms. Jones also specified how the recently approved 457 Deferred Compensation plan as a defined employee benefit was incorporated.

At the request of Director Tischler, discussion on the item was tabled until following executive session to receive legal counsel. Following executive session, Director Tischler made a motion to approve Resolution #19-015 adopting amendments to the District's personnel policies and procedures, subject to review for minor corrections by legal counsel. Director McPherson seconded the motion. Motion passed. *A copy of said resolution #19-012 is attached hereto as Exhibit "C" to the Regular Board of Directors Meeting minutes.*

GROUNDWATER MANAGEMENT AREA 8 – UPDATE ON ACTIVITIES RELATED TO JOINT PLANNING AND THE DEVELOPMENT OF DESIRED FUTURE CONDITIONS

Ms. Jones discussed a memo outlining WSP's progress on evaluating the vertical allocation of pumping of permitted wells in the District using a refined comparison between actual pumping and MAGs on a county and aquifer basis. She said the the data indicate consistent pumping estimates for most years in all aquifer and counties, with the only inconsistency in the comparison between MAGs vs actual pumping for 2013-2018 in the Hosston in Ellis and Hill Counties. She said WSP looked at registered wells that were screened in the Hensell within Ellis and Hill County to see if pumping could potentially be re-allocated there. Both counties only have a small percentage of wells and well screen located in the Hensell. Ms. Jones mentioned that there can be some discrepancies in where the driller reports that a well is screened and discussion, prompted by Director Osborn, came up about tasking WSP to help determine where wells are truly screened to get more accurate numbers for pumping allocation. Ms. Jones and Director Beseda confirmed the District would have to fund the cost itself.

Director Osborn made a motion to work with WSP to look at the District for more accurate assessment of well screening. Director Smith seconded the motion. The motion passed.

UPDATE ON PUBLIC OUTREACH ACTIVITIES, EDUCATIONAL AND CONSERVATION EFFORTS

Ms. Newby provided updates to the board members about some of the events and presentations she had been to since the previous board meeting, including a presentation to the Hillsboro Lions Club, the Burleson Rotary Club, Glen Rose Lions Club, and a presentation she gave along with the District's General Manager, Kathy Turner Jones, to the Tuesday Forum group on November 5. She also talked about taking the Water Education Trailer to the Russell Farm and Art Center in Burleson for an event on November 8 with over 400 third graders from Burleson ISD schools. She also reported about an e-blast that was sent to non-exempt well owners on October 30 about the 2020 water use fee rate, and a press release about the board adopting amendments to the District Rules that was sent to media contacts on October 30 and to the public on November 6.

Ms. Newby spoke about upcoming plans for the Water Education Trailer for the spring and scheduling events. She talked about trying to make connections with teachers in Glen Rose ISD and scheduling more outreach and education events in Somervell County. Ms. Newby also talked about preliminary plans she had been informed of through the Natural Resource department at Fossil Rim Wildlife Center in Glen Rose about a conservation event scheduled for May 2020 that Prairielands GCD has been asked to participate in.

Ms. Newby finished her report with a brief update on how the District's social media platforms had been performing. She said there was a 50% increase in reach from the District's Facebook page, and the Twitter platform had the highest number of impressions to date with 7,337. She reported the District's LinkedIn page had also seen significant boosts in engagement and reach.

GENERAL MANAGER'S REPORT AND UPDATE

Ms. Jones updated the Board on the resignation of Director Sandlin, with plans for a new director to fill the vacancy in January 2020. Ms. Jones said she has been in contact with the County Commissioners in Somervell County.

- a) Status report on Historic Use Applications. Since the October 21 board meeting and amendments to the District Rules extending the Historic Use Permit deadline until November 1, 2019, Ms. Jones reported that District staff had been working continuously in efforts to personally contact the 10 remaining well owners identified as having not submitted a Historic Use Permit application. She confirmed that these personal contacts were successful, and all non-exempt well owners known to the District have submitted their Historic Use Permit application on or before the November 1 deadline. Ms. Jones explained how the only two who had not submitted their applications were Beachview Acres Water Association, which has been considered abandoned by TCEQ and does not have someone who can file on their behalf, and the City of Venus, which city officials knew about the application deadline but decided against submitting since they have not used their wells in several months and are planning to discontinue use of them. Ms. Jones said subsequent to receiving all the Historic Use Permit applications, District staff have been conducting initial reviews of the applications to determine administrative completeness of each. Letters detailing the completeness of each application were scheduled to be sent out to applicants on Monday, November 18, to inform the applicants of any deficiencies in the application or determination that the application is administratively complete.

- b) Status report and possible action regarding construction of office facility. Ms. Jones informed the Board that framing of the office facilities would be ongoing for the next few weeks. She said the trusses would be delivered to the site on Thursday of that week and the metal building was scheduled to be delivered on December 17.

Ms. Jones also discussed the 2019 Year to Date Water Usage data chart included in the board packet and updates on well registration information. There were 16 new well registrations, with 12 of those being in Johnson County. She also gave an update on work done by the Field Operations Coordinator, Micheal Heath, who she said has been busy working with the Texas Water Development Board on installing and updating equipment in the field and also continuing training of the new field technician.

At 11:02 a.m. President Beseda announced, "The Board will recess into a Closed Executive Session under Government Code Sections 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 11:50 a.m.

GENERAL COUNSEL'S REPORT – THE DISTRICT'S LEGAL COUNSEL WILL BRIEF THE BOARD ON PERTINENT LEGAL ISSUES AND DEVELOPMENTS IMPACTING THE DISTRICT – Brian Sledge

None.

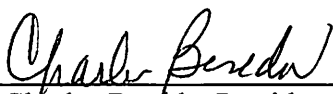
**OPEN FORUM / DISCUSSION OF NEW BUSINESS FOR FUTURE MEETING
AGENDAS**

None.


ADJOURN

There being no further business, upon a motion made by Director McPherson and seconded by Director Smith, the meeting was adjourned at 11:51 a.m.

PASSED, APPROVED, AND ADOPTED THIS 18TH DAY OF NOVEMBER 2019.



Charles Beseda, President



Maurice Osborn, Secretary/Treasurer

EXHIBIT "B"

RESOLUTION NO #19-014

**RESOLUTION OF THE
PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT
ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2020**

THE STATE OF TEXAS §

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT §

WHEREAS, the Prairielands Groundwater Conservation District (the "District") was created as a groundwater conservation district by the 81st Texas Legislature under the authority of article XVI, Section 59, of the Texas Constitution, and in accordance with Chapter 36 of the Texas Water Code by the Act of May 31, 2009, 81st Leg., R.S., ch 1208, 2009 Tex. Gen. Laws 3859, codified as Chapter 8855 of the Texas Special District Local Laws Code (the "District Act");

WHEREAS, the District Board of Directors' (the "Board") Budget & Finance Committee has worked diligently to identify all reasonably anticipated District revenues, expenses, and activities for January 1, 2020 – December 31, 2020 budget cycle, and, after giving much consideration to these important factors, has developed a proposed 2020 budget for the Board's consideration and deliberation (the "2020 Budget");

WHEREAS, the Board has reviewed and considered the 2020 Budget;

WHEREAS, pursuant to Section 36.154 of the Texas Water Code, the District has prepared a budget that contains a complete financial statement, including a statement of the outstanding obligations of the District, the amount of cash on hand to the credit of each fund of the District, the amount of money received by the District from all sources during the previous year, the amount of money available to the District from all sources during the ensuing year, the amount of the balances expected at the end of the year in which the budget is being prepared, the estimated amount of revenues and balances available to cover the proposal budget, and the estimated fee revenues that will be required; and

WHEREAS, the Board finds that the adoption of the 2020 Budget, attached hereto as "Attachment A" and incorporated herein by this reference for all purposes, is merited to support the District's activities and related expenses from January 1, 2020, through December 31, 2020, and that the attached budget will allow the District to carry out the District's objectives and responsibilities as prescribed by the District Act and Chapter 36 of the Texas Water Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT AS FOLLOWS:

EXHIBIT "B"

1. The above recitals are true and correct.
2. The Board of Directors of the Prairielands Groundwater Conservation District hereby adopts an operating budget for January 1, 2020 to December 31, 2020, as provided in the budget appended hereto as "Attachment A", which is incorporated herein by this reference and is hereby approved and adopted.
3. The Board of Directors, its officers, and the District employees are further authorized to take any and all actions necessary to implement this resolution.

AND IT IS SO ORDERED

Upon motion duly made by Director Osborn, and seconded by Director McPherson, and upon discussion, the Board of Directors voted 5 in favor and 0 opposed, 0 abstained, and 3 absent, and the motion thereby **PASSED** and **ADOPTED** this 18th day of November 2019.

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

By: Charles Beseda
Charles Beseda, Board President

ATTEST:

I, Maurice Osborn, certify that I am Secretary/Treasurer of the Prairielands Groundwater Conservation District organized and existing under the laws of the State of Texas, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the District duly and properly called and held on November 18, 2019. Said resolution appears in the minutes of this meeting and has not been rescinded or modified.

Maurice Osborn
Maurice Osborn, Secretary/Treasurer

[SEAL]

EXHIBIT "B"
Attachment "A"



**APPROVED
FY_2020
Budget**

INCOME

Administrative Fees:	\$	800.00
<u>Application Fees:</u>		
Exception Fees	\$	10,000.00
OP Application Fees	\$	8,000.00
Well Registration Fee	\$	75,000.00
TOTAL APPLICATION FEES:	\$	93,000.00
<u>Groundwater Production Fees:</u>		
Export Water Use Fees	\$	250.00
Historic Use Permit Fees	\$	-
Operating Permit Fees	\$	10,000.00
Production Fee Funds	\$	1,200,000.00
TOTAL GW PRODUCTION FEES:	\$	1,210,250.00
Interest Earned	\$	8,000.00
Late Fee / Violation Fee	\$	2,500.00
TOTAL INCOME	\$	1,314,550.00

EXPENSES

Building Construction Expense

Architect/Consultant	\$	15,000.00
Building Construction	\$	780,000.00
Mortgage Interest	\$	30,000.00
Mortgage Principal	\$	25,000.00
Moving Expense	\$	1,200.00
Office Equipment	\$	30,000.00
Office Furniture	\$	25,000.00
TOTAL BLDG CONSTRUCTION	\$	906,200.00

Field/Technical Expense

Field Equipment	\$	4,000.00
Field Supplies	\$	4,500.00
Monitor Wells - Equip.	\$	42,000.00

EXHIBIT "B"

Attachment "A"

Special Projects	\$	1,000.00
Travel/Training/Edu	\$	2,500.00
Vehicle Expense - Fuel	\$	3,500.00
Water Meter Calibration	\$	1,000.00
Vehicle Repair & Maintenance	\$	3,500.00
TOTAL FIELD EXPENSE	\$	62,000.00

Insurance Expense

Errors & Omissions	\$	3,000.00
Insurance - Property	\$	6,000.00
Liability/Bonds/Other	\$	3,800.00
Vehicle Insurance	\$	3,500.00
TOTAL INSURANCE EXPENSE	\$	16,300.00

Legal Expense

Amici Curiae Briefs	\$	5,000.00
Enforcement	\$	4,000.00
General Counsel	\$	100,000.00
GMA 8 Administrative	\$	4,000.00
Injection Well Monitoring	\$	2,000.00
Legislative - Gov't. Relations	\$	55,000.00
TOTAL LEGAL	\$	170,000.00

Meeting/Travel/Training Expense

Mileage Reimbursement	\$	2,500.00
Board Member/Travel Expense	\$	8,000.00
Manager Meeting/Travel Expense	\$	10,000.00
Staff Meeting/Travel Expense	\$	1,500.00
TOTAL TRAVEL/TRAINING EXPENSE	\$	22,000.00

Office Expense

Custodial Services	\$	8,500.00
Computer Software	\$	2,500.00
Internet/Managed IT Service	\$	12,000.00
Lawn Maintenance	\$	2,000.00
Office Equipment	\$	5,000.00
Office Lease	\$	20,000.00
Office Supplies	\$	6,000.00
Postage Expense	\$	2,000.00

EXHIBIT "B"
Attachment "A"

Post Office Box	\$	500.00
Utilities	\$	17,000.00
Website/Hosting	\$	5,000.00
TOTAL OFFICE EXPENSE	\$	80,500.00
<u>Operating Expense</u>		
Accounting	\$	3,000.00
Awards and Recognition	\$	1,000.00
Bank Charges	\$	7,500.00
Dues/Subscriptions	\$	6,500.00
GMA 8 / NTGCD	\$	3,000.00
Misc.	\$	300.00
Public Hearing Notices	\$	5,000.00
Recording Fees	\$	2,000.00
Refund - Unused Permitted Water Use Fees	\$	1,500.00
Relocation Expense	\$	5,000.00
TOTAL OPERATING	\$	34,800.00
<u>Payroll Expense</u>		
FSA - Flex System	\$	1,000.00
Health Insurance	\$	93,600.00
Payroll	\$	627,000.00
Payroll Service/Fees	\$	5,000.00
Payroll Taxes	\$	48,500.00
Retirement	\$	57,000.00
TOTAL LABOR	\$	832,100.00
<u>Professional Services Expense</u>		
Audit Fee	\$	16,000.00
Database Redevelopment	\$	40,000.00
Hydro-Geologist/Tech	\$	100,000.00
UIC Injection Well - Prof.	\$	1,000.00
TOTAL PROFESSIONAL SERVICES	\$	157,000.00
<u>Public Relations/Education Expense</u>		
Advertising/Printing	\$	10,000.00
Conservation Demonstration	\$	12,000.00
Conservation/Educ Trailer	\$	4,000.00
Conservation/Education	\$	4,000.00
Public Relations - Misc.	\$	4,000.00

EXHIBIT "B"

Attachment "A"

Trailer Storage	\$	1,500.00
Travel/Training/Edu	\$	4,000.00
Video Production	\$	900.00
Water Wise	\$	23,000.00
TOTAL PUB. RELATIONS/EDU EXPENSE	\$	63,400.00
<u>Vehicle Expense</u>		
Fuel	\$	2,500.00
Vehicle Maintenance	\$	1,000.00
TOTAL VEHICLE EXPENSE	\$	3,500.00
TOTAL EXPENSES	\$	2,347,800.00
NET ORDINARY INCOME:	\$	(1,033,250.00)
Other Income		
Reserve Funds	\$	(1,034,000.00)
NET INCOME:	\$	750.00

RESOLUTION NO #19-015

**RESOLUTION OF THE
PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT
ADOPTING AMENDMENTS TO THE DISTRICT'S PERSONNEL
POLICIES AND PROCEDURES**

THE STATE OF TEXAS §

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT §

WHEREAS, the Prairielands Groundwater Conservation District (the "District") was created as a groundwater conservation district by the 81st Texas Legislature under the authority of article XVI, Section 59, of the Texas Constitution, and in accordance with Chapter 36 of the Texas Water Code by the Act of May 31, 2009, 81st Leg., R.S., ch 1208, 2009 Tex. Gen. Laws 3859, codified as Chapter 8855 of the Texas Special District Local Laws Code (the "District Act");

WHEREAS, the District is a governmental agency and body politic and corporate;

WHEREAS, the Board of Directors of the District has adopted, in writing, a Personnel Policies and Procedure Manual for the District, which provides important information concerning conditions, policies, guidelines, rules, benefits, and procedures of employment for all employees of the District;

WHEREAS, the Board of Directors of the District has recently approved amendments to its employee group benefits program;

WHEREAS, members of the Personnel and Policy Committee met November 8, 2019, and has determined amendments to the District's Personnel Policies and Procedure Manual are necessary and appropriate to reflect these amendments and other changes consistent with state and federal law(s).

WHEREAS, said Personnel Policies and Procedure Manual has been reviewed by the Policy and Personnel Committee and certain changes thereto have been recommended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT AS FOLLOWS:

1. The above recitals are true and correct;

EXHIBIT "C"

2. The Board of Directors for the Prairielands Groundwater Conservation District hereby adopts the attached revised Personnel Policies and Procedure Manual for the District.
3. That the Personnel Policies and Procedure Manual shall govern the relationship between the District and the employees of the District until amended, repealed or replaced.
4. That such Personnel Policies and Procedure Manual supersede any and all personnel policies previously adopted by the Board of Directors.
5. That the General Manager of the District is further authorized to take any and all action necessary to implement this Resolution and its Policies as practicable and in coordination with benefit renewal(s) and plan changes(s).

AND IT IS SO ORDERED

PASSED AND ADOPTED this 18th day of November 2019.

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

By: Charles Beseda
Charles Beseda, Board President

ATTEST:

I, Maurice Osborn, certify that I am Secretary/Treasurer of the Prairielands Groundwater Conservation District organized and existing under the laws of the State of Texas, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the District duly and properly called and held on November 18, 2019. Said resolution appears in the minutes of this meeting and has not been rescinded or modified.

Maurice Osborn
Maurice Osborn, Secretary/Treasurer

[SEAL]