

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
3.12.2018		7:00 p.m.	997 Bear Springs Trails, Pipe Creek, TX 78063
Meeting called by	Jan Serene, Board President		
Type of meeting	BST Water Supply Corporation Directors Meeting		
Note taker	Betty Serene, Treasurer		
Attendees:	Jan Serene, President; jan.serene@att.net; 830-510-4282		
	Andy Watson, Vice President; awatson@vaughnconstruction.com; 281-831-4489		
	Betty Serene, Treasurer; betty.serene@att.net; 830-510-4284		
	Flint Lemon, Director & IT Technical Advisor; flint-claudio@att.net; 830-446-9444		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of January Meeting Minutes			
Water System Operations and Concerns			
BSTWSC Treasurer's Report			
Annual Meeting Planning Discussion			
Open Forum for Visitor's Suggestions, Proposals, and Grievances			
Calendar & Follow-Up Actions			
Adjournment			
Topic: Call to Order, Quorum Determination and Approval of Previous Meeting Minutes			
Presenter	Jan Serene		
Key Points			
All individuals listed as attendees above were present. Four (4) Directors were present, therefore there was a quorum.			
The February meeting minutes were approved by acclamation.			
Action Items		Person Responsible	Deadline
Approved minutes to be posted to BSTWSC website		Flint Lemon	Within one week
Topic: Water System Operations and Concerns			
Presenter	Jan Serene and Andy Watson		
Key Points			
Annual Backflow testing completed. Cost of the testing was included on customers February Water Bill. President Serene stated that TCEQ required BSTWSC keep original documentation of the testing for 3 years.			
Director Flint Lemon stated that the web site was now up and running.			

Bear Springs Trails Water Supply Corporation Meeting Minutes

Action Items		Person Responsible	Deadline
Provide original testing documents to President Serene		Andy Watson	As soon as possible
Topic: BSTWSC Treasurer's Report			
Presenter	Jan Serene		
Key Points			
Current balance on the books for the BSTWSC is \$15,442.22 less \$1,800. treasurer fee. Balance in account slowly going up. Sent clarification to IRS stating revenue source limited to members.			
IRS approved tax exempt status effective August 15, 2017.			
Action Items		Person Responsible	Deadline
File 2017 Taxes		Jan and Betty Serene	15 April/May
Topic: Annual Meeting Planning			
Presenter	Jan Serene		
Key Points			
Meeting to be held 5 May. Plan is to update last years agenda and slides with current info. Election notification sent out to members with the February Water bill early March.			
Vice President Andy Watson and Director Flint Lemon are the two Director positions up for re-election. Secretary Seale is responsible for operation of the election.			
Action Items		Person Responsible	Deadline
Update Annual Meeting slides with as of 30 April EOY data		Betty Serene	30 April
Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances			
Presenter	Jan Serene		
Key Points			
President Serene opened the floor for suggestions, proposals, and grievances			
Discuss date for August meeting. Would like to hold week earlier than normal.			
Action Items		Person Responsible	Deadline
		N/A	N/A
Topic: Calendar Update			
Presenter	Jan Serene		
Next Meeting	Regular Meeting: 9 April, 2018 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063		