

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Monthly Board Meeting		
Date/Time: 2/8/2021 7:00PM		Location: 997 Bear Springs Trail, Pipe Creek, TX 78063
Meeting called by:	Jan Serene, Board President	
Type of meeting:	BST Water Supply Corporation Directors Meeting	
Note taker:	Flint Lemon, Secretary	
Attendees:	Jan Serene, President; jan.serene@att.net 830-688-2180	
	Andy Watson, Vice President; awatson@vaughnconstruction.com 281-831-4489	
	Betty Serene, Treasurer, betty.serene@att.net 703-371-8839	
	Flint Lemon, Secretary, flint_claudia@att.net 830-446-9444	
	Duke Todd	
AGENDA		
Call to Order		
Roll Call and Quorum Determination		
Approval of the January Directors Meeting Minutes		
Water System Operations and Concerns		
- Consideration of Customer Payment Options - Appointment of new Director: Duke Todd		
BSTWSC Treasurer's Report		
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:		
- Roll call was performed and determination was made that there was a quorum. All directors were present. - The January Directors meeting minutes were approved.		
Action Items:	Person Responsible	Deadline
Post meeting minutes to web site.	Flint Lemon	Feb 2021
Topic: Water System Operations and Concerns		
Presenter: Jan Serene		
Key Points:		
- Duke Todd volunteered to fill the Director vacancy until the 2021 Annual meeting. Elections will be held at the meeting to fill the vacancy as a result of Mr. Schumann leaving. - Mr. Serene briefed the directors that the 2021 Annual meeting will be held on May 1st of 2021. - Mr. Serene briefed that he had filed the BSTWSC Tax report for 2020. - Mr. Serene let Mr. Watson know that their water meter was not reading correctly and needed to be replaced.		
Action Items:	Person Responsible	Deadline
Replace Serene's water meter	Andy Watson	March 2021
Presenter: Jan Serene		
Key Points:		
- The following Water system testing was performed: - o Microbial Testing		

- 21 January 2021 – Chlorine residual level at .70 mg/l and absent coliform

Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.

Action Items:	Person Responsible	Deadline
None		

Topic: BSTWSC Treasurer's Report

Presenter: Betty Serene

Key Points:

- Ms Serene briefed that she was looking at possibly converting the book keeping software she currently used from QuickBooks to AutoBooks. QuickBooks currently costs \$320 a year and AutoBooks would be \$240 a year, a savings of \$80 per year. She was going to evaluate the software for 90 days and then let the directors know the results.
- Discussion was also held on being able to accept additional payment methods for monthly billing. Ms. Serene briefed the directors that other methods were now available, however there was a cost to using them. All agreed to accept additional methods and the costs for utilizing the additional method would be paid by the customer. Options with the associated costs are:
 - Check: No additional cost
 - Debit/Credit: 2.75% Additional
 - Bank Transfer: 1% Additional
- BSTWSC account balance: \$32,992.52

Action Items:	Person Responsible	Deadline
Evaluate AutoBooks	Betty Serene	April 2021

Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances

Presenter: Jan Serene

Key Points:

- None

Action Items:	Person Responsible	Deadline
NONE		

Topic: Calendar & Follow-Up Actions

Presenter: Jan Serene

Key Points:

- Regular Meeting: 8 March 2021 @ 7:00 pm Location: 997 Bear Springs Trail, Pipe Creek, TX 78063

Action Items:	Person Responsible	Deadline
NONE		