MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
THE SOCORRO ELECTRIC COOPERATIVE, INC.

NOVEMBER 18, 2015

INDEX

A Regular Meeting of the Board of Trustees of The Socorro Electric Cooperative, Inc., was held on Wednesday, November 18, 2015 in Socorro, New Mexico.

CALL TO ORDER

The meeting was called to order at 2:00 p.m. by Anne L. Dorough, President.

ROLL CALL

Secretary Cordova called roll and reported those present and attending as follows:

MEMBERS PRESENT:	Anne L. Dorough, President Representative, District V
	David Wade, Vice-President Representative, District IV
	Leo C. Cordova, Secretary/Treasurer Representative, District I
	Judith Holcomb, Trustee Representative, District II
	Melissa Amaro, Trustee Representative, District III
	Leroy Anaya, Trustee Representative, District III
	Donald Wolberg, Trustee Representative, District III
MEMBERS ABSENT:	None
ALSO PRESENT:	Joseph Herrera, General Manager Donna Wilkins, UPN Administrator Lorna Wiggins, Attorney David Montoya, Safety Compliance Officer Tony Lopez, Socorro Line Foreman Bryce Wilson, Consultant – Accounting Services
SEC MEMBERS PRESENT:	Jimmy Dorough, David L. Wade, Cyndi Mae Wade, John Larson

DETERMINATION OF A QUORUM

Secretary Cordova declared a Quorum of Trustees present.

PLEDGE OF ALLEGIANCE

President Dorough led everyone in the Pledge of Allegiance.

APPROVAL OF AGENDA

There being no additions or deletions to the Agenda, President Dorough approved the Agenda as distributed.

APPROVAL OF PREVIOUS MINUTES

There being no additions or corrections to the Draft of Minutes for the Regular Meeting held on October 28, 2015, President Dorough accepted the Minutes as written.

PUBLIC COMMENTS

There were no Public Comments brought before the Board.

EXPENDITURE REPORT

Manager Herrera reported that expenditures for the month of October, 2015 totaled $652,739.78.

Manager Herrera answered questions from Trustees Wolberg and Anaya regarding checks issued on the Expenditure Report.

President Dorough accepted the Expenditure Report for October, 2015 as information.

CREDIT CARD REPORT

Discussion ensued on credit card charges for lodging reservations for reporting on trustee expense vouchers.

RUS FORM 7 REPORT

Manager Herrera reviewed the RUS Form 7 Report with the Board and answered questions from Trustees.

President Dorough accepted the RUS Form 7 Report for October, 2015 as information.

NMRECA REPORT

Manager Herrera reviewed the NMRECA Report for November, 2015 at length and answered questions from Trustees.

President Dorough accepted the NMRECA Report as presented.

TRI-STATE REPORT

Manager Herrera also reviewed the Tri-State Report for November, 2015.

After discussion on the Las Conchas Fire Trial, President Dorough accepted the Tri-State Report as presented.

OTHER

Manager Herrera did not have any items open for discussion.

SAFETY REPORT

Mr. Montoya reported that there were no loss time accidents during October, 2015.

Manager Herrera requested Board approval to close December 24, 2015 as a reward for the good safety record thus far.

A motion was then made by Trustee Amaro and seconded by Trustee Cordova to approve Manager Herrera's request to close December 24, 2015 as a reward for the good safety record. Motion carried unanimously.

After an inquiry regarding New Year's Eve, Trustee Amaro made a motion to close New Year's Eve if the employees finish off the year with a good safety record. Trustee Anaya seconded the motion. Motion carried unanimously.

ENGINEERING REPORT

Mr. Montoya stated that even though work orders have slowed down the department remains busy.

Mr. Montoya informed the Board that the warehouse would be closing on December 4, 2015 until the new year for inventory purposes.

President Dorough accepted both the Safety and Engineering Reports as presented.

CONSTRUCTION/MAINTENANCE REPORT

Mr. Lopez reported that the new Socorro County Detention Center has been energized and is waiting final approval for the rodeo arena/RV park and the Solaro Plant.

Mr. Lopez informed the Board that he received a request from the Bosque del Apache for security light repairs in the parking lots and San Miguel Catholic Church requested assistance to remove leaves from the gutters on church property.

Discussion ensued on liability to the Coop and developing a policy to set guidelines for participation with community requests.

President Dorough entertained a motion, either pro or con, addressing the two requests.

A motion was then made by Trustee Amaro and seconded by Trustee Wolberg to approve both requests for assistance with a waiver of liability. Motion carried unanimously.

President Dorough entertained a motion to refer to the Standing Committee to develop a policy on community involvement.

A motion was made by Trustee Wolberg and seconded by Trustee Anaya to refer to the Standing Committee to develop a policy on community involvement. Motion carried unanimously.

Discussion ensued on trimming trees over homes and near power lines and while being compliant with APPA guidelines.

OUTAGE REPORT

Mr. Lopez reported that outages during October were minimal with the lengthiest being at the Hinkle Ranch.

ENERGY DELINQUENT REPORT

Manager Herrera reviewed the Energy Delinquent Report for October, 2015 with the Board.

SECTION V AND XII DELINQUENT REPORTS

Manager Herrera reviewed and explained the Section V & XII Delinquent Reports for October, 2015.

Mr. Wilson further explained the reporting process for determining which contracts would be written-off.

MEMBER CONCERNS

Manager Herrera informed the Board that a member requested to meet with the Board. President Dorough approved the member's request to address the Board but is not in attendance.

SECRETARY'S REPORT

Secretary Cordova reviewed the Member Application/Cancellation Report for October, 2015 as follows:

- New Connects 25
- Reconnects 109
- Disconnects 174

President Dorough accepted the Member Application/Cancellation Report for October, 2015 as presented.

FINANCE COMMITTEE REPORT

Manager Herrera read the Minutes of the Finance Committee Meeting held on October 28, 2015.

After discussion on health coverage for 2016 and PHP's Custom Care coverage, a motion was made by Trustee Amaro and seconded by Trustee Wolberg to accept the recommendation of the Finance Committee to approve the PHP Custom Care - $20 Level Funding quote for health coverage for 2016. Motion carried unanimously.

CAPITAL CREDIT ESTATE RETIREMENT

Attorney Wiggins recommended the Retirement of Patronage Capital to the following Estates and Joint Accounts:

Estate Retirements

• Alfredo R. Sanchez	$ 14.26
• Doris A. Long	$1,600.23

Joint Retirements

• Phillip Anaya, Jr.	$1,116.15
• Valentin Anaya	$ 630.34
• William Basham	$ 427.24
• Gilbert Romero	$ 270.87
• Gloria Jean Jaramillo	$ 771.93
• Jacob (Jake) Montoya	$ 338.69

A motion was then made by Trustee Cordova and seconded by Trustee Wade to approve Attorney Wiggin's recommendation to Retire the Above-mentioned Estate and Joint Accounts. Motion carried unanimously.

LINE EXTENTION CONTRACTS

Manager Herrera informed the Board that a member requested a Line Extension Contract for a New Service. Manager Herrera recommended that the Line Extension Contract be denied. It was the consensus of the Board to not approve the Line Extension Contract.

CONSIDERATION OF TRUSTEE TRAVEL

Manager Herrera provided information on the 2016 NRECA Annual Meeting scheduled for February, 2016 in New Orleans, Louisiana.

President Dorough asked which Trustees plan on attending the 2016 NRECA Annual Meeting.

Trustees Anaya, Wolberg, Amaro, Holcomb and possibly Trustee Cordova requested authorization to attend the 2016 NRECA Annual Meeting.

A motion was made by Trustee Wolberg and seconded by Trustee Amaro approving Trustee Anaya, Wolgberg, Amaro, Holcomb and Cordova's requests to attend the 2016 NRECA Annual Meeting. Motion carried unanimously.

TRI-STATE DONATION

Manager Herrera explained that Tri-State makes a $1,000 donation to each of their member systems for non-profit organizations.

Trustee Cordova received a request from the St. Vincent de Paul Society for a donation.

A motion was made by Trustee Amaro and seconded by Trustee Wolberg to approve the request from the St. Vincent de Paul Society for the Tri-State donation. Motion carried unanimously.

Trustee Anaya informed the Board that he received a request for a donation for a Sleigh Run scheduled for November 28, 2015, proceeds would be used for gifts for area children.

Discussion ensued regarding monetary and non-monetary donations referenced in SEC Bylaws. There was no action taken by the Board on Trustee Anaya's donation request.

WRITE OFF OF SECTION V LOANS – UNCOLLECTIBLE BALANCE

A motion was made by Trustee Amaro and seconded by Trustee Wolberg to approve the Resolution to write-off $2,609.21 in uncollectible Section V Appliance Loan Contracts. Motion carried unanimously.

WRITE OFF OF SECTION XII LOANS – UNCOLLECTIBLE BALANCE

A motion was made by Trustee Amaro and seconded by Trustee Wolberg to approve the Resolution to write-off $61,219.96 in uncollectible Section XII Home Weatherization Loan Contracts. Motion carried unanimously.

OATH OF OFFICE

Attorney Wiggins administered the Oath of Office to Judith Holcomb, newly appointed District II Trustee.

After discussion on setting a time and date for Trustee Orientation, it was agreed upon that a Trustee Orientation on Policies and Fiduciary Duty would be conducted before the next Regular Meeting.

2016 BUDGET

Manager Herrera explained, at length, the 2016 Proposed Budget, which would not be approved at at this meeting.

President Dorough commented that several budget items, including a Cost of Service Study, could be discussed further during the Strategic Planning Session scheduled in January, 2016.

Manager Herrera requested Trustee feedback on how to handle employee wages before the Wage and Salary Study is completed.

EXECUTIVE SESSION

A motion was made by Trustee Wolberg and seconded by Trustee Anaya calling for an Executive Session. Motion carried unanimously.

President Dorough called for an Executive Session.

The Board adjourned to Executive Session at 4:15 p.m. after a Five (5) Minute recess.

REGULAR SESSION

A motion was made by Trustee Cordova and seconded by Trustee Wolberg to Return to Regular Session. Motion carried unanimously.

The Board returned to Regular Session at 4:45 p.m.

President Dorough reported that there was no action taken by the Board during Executive Session.

SET DATE/TIME OF NEXT REGULAR MEETING

After discussion, a motion was made by Trustee Cordova and seconded by Trustee Wolberg to set the date and time for the next Regular Meeting for Wednesday, December 16, 2015 at 2:00 p.m., with Trustee Orientation at 1:00 p.m. Motion carried unanimously.

ADJOURNMENT

There being no further items open for discussion, President Dorough adjourned the meeting at 4:47 p.m.

Leo C. Cordova, Secretary/Treasurer

APPROVED:

Anne L. Dorough, President

I, Leo C. Cordova, do hereby certify that I am the Secretary of the Board of Trustees of The Socorro Electric Cooperative, Inc., herein called the "Cooperative" and the above is a true and exact copy of the Minutes of the Regular Meeting held on November 18, 2015. A Quorum of Trustees was present and acted upon throughout the meeting and none of the Minutes of the above have been rescinded or modified.

Leo C. Cordova, Secretary/Treasurer