

**GREEN VALLEY MUTUAL WATER COMPANY**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 21, 2022**

1. The regular meeting of the Board of Directors of Green Valley Mutual Water Company was held on March 21, 2022, at the Hilton Garden Inn, located at 11481 Mission Vista Drive, Rancho Cucamonga, CA, 91730. The meeting was called to order at 6:31 p.m. by First Vice President Steve Christman.

Directors present at the meeting:	1 <sup>st</sup> Vice President	Steve Christman
	2 <sup>nd</sup> Vice President	Charlie Mattson
	Directors:	Jerry Miller
		Kathy Benjamin
		Richard Vouga
		Robert Perrill
		Rick Blea
Directors Absent:	President	Glen Pyne
	Secretary/Treasurer	Jeff Grimsley
Employees Present:	General Manager	Steve Brandt
	Recording Secretary	Emily Nohr
GVL Recreation, Inc.:	Director	Tracy Schroeder
Public Present:	Shayla Antrim, Bergen Moore	

2. **PUBLIC COMMENT:** None

3. **CONSENT CALENDAR:**

- a. **M** (Charlie Mattson) **S** (Richard Vouga) **C:** To approve the following items of the consent calendar.

A – February 28, 2022, Regular Board of Directors Meeting Minutes  
B – Ratification of payment of claims exceeding \$500.00  
C – February Funds of Deposit Report

*The motion was unanimously carried.*

Ayes: Christman, Mattson, Miller, Benjamin, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Pyne, Grimsley

4. **GVL RECREATION, INC.**

- a. Tracy Schroeder, representing GVL Recreation, reported the following:
- i. Available job positions have been posted online and on social media.
  - ii. Hay bales will be purchased to add to the culvert to help filter water and prevent algae growth.
  - iii. 11,000 pounds of fish will be supplied by Jess Ranch this season.
  - iv. Quotes have been requested for a new aluminum dock.
  - v. Shareholders will be able to leave boats on the lake until October 29, 2022.
  - vi. A June Fishing Derby and the Water Carnival are being planned for the 2022 season.
  - vii. The Board is considering joining the Community Business Alliance.

5. **MINUTES:**

- a. **M** (Charlie Mattson) **S** (Kathy Benjamin) **C:** To approve the March 4, 2022, Emergency Board of Directors Meeting Minutes. *The motion was unanimously carried.*

Ayes: Christman, Mattson, Miller, Benjamin, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Pyne, Grimsley

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**6. FINANCIAL REPORTS:**

- a. The final December 2021 financials and the Consolidated Financial Report were reviewed and discussed.
- b. Steve Brandt presented the revised financial statements for the period ending January 31, 2022. Due to the change in 2021 capital improvement totals, the depreciation has changed for 2022.  
**M** (Charlie Mattson) **S** (Kathy Benjamin) **C**: To approve the revised financial statements for the period ending January 31, 2022. *The motion was unanimously carried.*  
Ayes: Christman, Mattson, Miller, Benjamin, Vouga, Perrill, Blea  
Nays: None  
Abstain: None  
Absent: Pyne, Grimsley
- c. Steve Brandt presented the financial statements for the period ending February 28, 2022.  
**M** (Charlie Mattson) **S** (Kathy Benjamin) **C**: To approve the financial statements for the period ending February 28, 2022. *The motion was unanimously carried.*  
Ayes: Christman, Mattson, Miller, Benjamin, Vouga, Perrill, Blea  
Nays: None  
Abstain: None  
Absent: Pyne, Grimsley
- d. Steve Brandt recommended that the amount of money transferred into the operations reserve be decided once Jeff Grimsley is present.

**7. MANAGER'S REPORT:**

- a. The February production report was presented by General Manager, Steve Brandt. It was noted that February's total production is 30% less than last year.
- b. Steve Brandt reported on the following for the Manager's Report:
  - i. An 11 gallon-per-minute leak was discovered last week.
  - ii. Emily Nohr received her T-1 certification.
  - iii. The pipeline for the replacement on Green Valley Lake Road has been delivered.
  - iv. Another commercial was filmed in Green Valley Lake and Water Company parking was utilized by the crew. Insurance was provided and we were compensated.
  - v. \$30,000 in deferred revenue is expected to be collected in the coming month.
  - vi. Last month it was reported that an employee had been injured. The employee is still on light duty and going to physical therapy.
  - vii. Another employee is currently out on medical leave.

**8. OLD BUSINESS:**

- a. The office has reopened to the public and staff have the option of wearing a face mask.

**9. NEW BUSINESS:**

- a. Staff recommended to the Board that Michelle Torrez be hired for the temporary and part-time office position. The Board unanimously agreed.
- b. The 2022 Property and Liability Insurance Policy substantially increased from the previous year's premium of \$38,699.00. The Board deliberated between the two policy options and ways of saving on insurance in the coming years.
  - i. **M** (Richard Vouga) **S** (Charlie Mattson) **C**: To approve the higher coverage property and liability policy (B) in the amount of \$67,375.00, an increase of 74.1% from the previous year. *The motion was unanimously carried.*  
Ayes: Christman, Mattson, Miller, Benjamin, Vouga, Perrill, Blea  
Nays: None  
Abstain: None  
Absent: Pyne, Grimsley
  - ii. Charlie Mattson requested that on the April agenda, the discussion of a Contingency Reserve for Insurance be added under New Business.

**10. PRESIDENT'S REPORT:**

- a. Glen Pyne and Jeff Grimsley were excused from the meeting.

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**11. OPEN SESSION RECESSED AT 7:55 pm FOR EXECUTIVE SESSION.**

**12. EXECUTIVE SESSION: 8:02 pm to 8:50 pm**

- a. February 28, 2022, meeting minutes were approved.
- b. The board discussed correspondence received from a Shareholder concerning an employee.

**13. ADJOURNMENT:** The meeting was adjourned at 8:50 pm.

Respectfully Submitted,



Emily Nohr,  
Recording Secretary