

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
WEST OREGON ELECTRIC COOPERATIVE, INC.

April 24, 2018

---

A regular meeting of the Directors of the West Oregon Electric Cooperative, Inc. was held April 24, 2018 at 652 Rose Ave., Vernonia, Oregon at 7:00 p.m.

The directors and offices attendance:

Robert VanNatta	President, District 2	Present
Brett Costley	Director, District 4	Present
Larry Heesacker	Director, District 7	Absent
Brian Baker	Director, District 1	Present
Jim Buxton	Vice President, District 3	Present
Nicholas Galaday	Director, District 5	Present
Rosemary Lohrke	Secretary, District 6	Present

Staff attendance:

Bob Perry	General Manager	Present
Daniel Huggett	Manager of Finance & Admin	Present
Don Rose	Engineering & Operations Manager	Absent
Angela England	Executive Assistant	Present

Others present: Linda Perry, Martha VanNatta, Leo Maslanke, Jennifer Johnston, Debbie Thrall, Jay Fivecoat

<p>President VanNatta opened the meeting with the Flag Salute and by determining a quorum was present. He opened the floor to Member participation.</p>	<p><b>OPENING CEREMONY</b></p>
<p>A member spoke of her concerns regarding a high bill and also had questions regarding smart meters. The board and management answered her questions.</p> <p>Jennifer Johnston appeared to communicate with the board and management.</p>	<p><b>MEMBER PARTICIPATION</b></p>
<p>President VanNatta called the Meeting to order at 8:40 p.m.</p>	<p><b>CALL TO ORDER</b></p>
<p>The consent agenda was approved by unanimous consent:</p> <ul style="list-style-type: none"> <li>• Meeting agenda;</li> <li>• Minutes of Last Regular Meeting;</li> <li>• Credit Card accounting</li> <li>• General Fund checks for March 2018 in the amount of; \$1,101,621.37</li> <li>• August Members voted in of 30</li> <li>• August Members voted out of 24</li> </ul>	<p><b>CONSENT AGENDA</b></p>
<p>Dan Huggett, Manager of Finance and Administration reported:</p> <ul style="list-style-type: none"> <li>• Current Month Revenues are above budget by \$25K, and above last year by \$30K.</li> <li>• YTD Tier is 2.95 (target of 1.25 minimum) and Operating Tier is 2.80 (target of 1.10 minimum).</li> <li>• The Patronage Capital allocation was completed, and an on-bill notice to active members went out April 10<sup>th</sup>. Inactive members were informed with a letter notice on April 16<sup>th</sup>.</li> <li>• Form 7 was filed with RUS and CFC as required and all other Annual notices are now complete.</li> <li>• Form 990 was provided at the meeting for Board review.</li> <li>• Oregon DOT is requesting an updated application with Officers' information as the last they have is from 1993. We have changed our tax filing process with them, so that we do not pay the fuel tax to the vendor on the 3 vehicles (#22, #35, #69) but pay the full mileage tax to the State. The mileage taxes increased by 25% this year compared to last.</li> </ul>	<p><b>FINANCIAL REPORT</b></p>

<ul style="list-style-type: none"> <li>• The Audit is now completed and a list of qualified firms from several sources was included in board book, shall the board decide to consider a change in Auditors.</li> <li>• Rental billings for Pole Attachments were posted in March, totaling \$31,000; most of the payments have been received.</li> <li>• Patronage Capital and Other Dividends totaled \$20,285 in March, due to \$3,543.16 allocation from CoBank and \$17,282 from Federated Insurance.</li> <li>• Per the Service Rules, we will be clearing a number of outstanding checks to Donated Capital (95 checks totaling \$7,166.38) some from as far back as 2003. These are Billing Refund checks that were issued but returned to us, or never cleared the bank and are now considered transferred to the Co-op. If the member contacts us and shows proper identification, we will reissue the refund.</li> <li>• We received the 2018-2019 Insurance Premium invoices from Federated Insurance and they are scheduled to be paid on April 27<sup>th</sup>. Workers Comp is subject to Audit, so we can have an additional payment on this when completed in June.</li> </ul>	
<p>Write off list for the month ending in March was presented. Upon motion by Brian Baker and seconded by Brett Costley, the write off list of \$893.74 was approved. Motion passed unanimously.</p> <p>Write off Miscellaneous Receivables list was presented. Upon motion by Brett Costley and seconded by Brian Baker, the write off list of \$292.22 was approved. Motion passed unanimously.</p>	<b>WRITE OFFS</b>
<p>Estate Retirements list for May 2018 was presented. Upon motion by Brett Costley and seconded by Nick Galaday, the Estate Retirement list of \$17,315.70 was approved. Motion passed unanimously.</p>	<b>ESTATE RETIREMENTS</b>
<p>No Report was given.</p>	<b>OPERATIONS REPORT</b>
<p>The safety meeting &amp; safety committee meeting were held on February 23, 2018. The minutes were reviewed and accepted by the Chair.</p>	<b>SAFETY MEETING</b>
<p>Upon motion by Jim Buxton and seconded by Brett Costley, Policy #206, <i>Employee Physical Examinations</i>, was accepted as presented. Upon motion by Nick Galaday and seconded by Brett Costley, Policy #214, <i>Employee Drivers Policy</i>, was accepted as revised. Motion passed unanimously.</p>	<b>POLICY REVIEW</b>

The Regular Meeting adjourned at 9:35 p.m.	<b>REGULAR SESSION ADJOURNMENT</b>
Executive Session called to order at 9:40 p.m.	<b>EXECUTIVE SESSION</b>
Executive Session adjourned at 10:05 p.m.	<b>ADJOURNMENT</b>

Approved by:

President: \_\_\_\_\_

Secretary: \_\_\_\_\_