

Minutes of the Meeting
of the Board of Directors of
Crestview Mutual Water Company
June 25, 2024

1. Convened Public Meeting

The meeting was called to order by President Dave Stephenson on Tuesday, June 25, 2024, at 5:31 p.m. for an in-person meeting at the Hampton Inn, 50 W. Daily Drive, Camarillo, CA.

Attendance and Quorum

Directors Present: Dave Stephenson – President
Laurie Bennett – Treasurer
Steven Muro – Secretary
Frank Mezzatesta – Director

Directors Absent: Alma Quezada – Vice President

Staff/Counsel Present: Durrell McAdoo – Water System Superintendent
Ann DeMartini – Business Consultant
Tim Lewsadder – Water Treatment Operator

2. Shareholders Public Forum

No questions or comments were made by shareholders in attendance.

CONSENT AGENDA

3. Minutes

The minutes of the Regular Meeting and Executive Session of the Board of Directors of May 28, 2024, were presented. On a motion made by Director Steven Muro and seconded by Director Laurie Bennett, the Board approved with four ayes the following:

Resolved, that the minutes of the Regular Meeting and Executive Session of the Board of Directors of May 28, 2024, be accepted as presented.

ACTION ITEMS

4. Line of Credit Renewal

Director Laurie Bennett noted that shareholder Chris Ono, who was not present, sent advance questions regarding the financial statements, and suggested that the Board consider increasing the level of the Line

of Credit to be in line with inflation. After discussion, the Board questioned the reasons for having it in place, as there are cash reserves available for an emergency. The renewal was tabled for the next meeting for consideration. Further discussion ensued regarding looking into competitive banks.

5. Cyber Security Audit

Ann DeMartini, Business Consultant indicated that Vetrix LLC was the lowest bidder and best candidate for the Cyber Security Audit, coming in at \$28,500. On a motion made by Director Frank Mezzatesta and seconded by Director Steven Muro, the Board approved with four ayes the following:

Resolved, that Vetrix LLC be contracted to conduct a Cyber Security Audit and that the results of the audit, for security reasons, go to the executive board meeting and then released when appropriate. It was further noted that the Company may not incorporate all recommendations proposed in the final audit.

6. Hybrid Board Meetings

The Board discussed the option of hybrid meetings; the directors present were amenable to them. The Board recommended that Staff make a multipage proposal about what a hybrid meeting would look like in different scenarios. This report will be considered at a future meeting.

7. Communication Committee Charter

Director Steven Muro presented a draft Communication Committee Charter to the Board for adoption. On a motion made by Director Laurie Bennett and seconded by Director Frank Mezzatesta, the Board approved with four ayes the following:

Resolved, that Communication Committee Charter be adopted with an amendment to the charter to add language regarding the handling of inbound information; inbound communication will go to the President and/or Business Manager.

INFORMATION ONLY

8. Superintendent's Report

Superintendent McAdoo reported that it was a busy month with Well 4's chlorine tank replacement project. Being fire season, the vacant lot sites were cleared of all brush. The Consumer Confidence Report was completed, delivered, and posted. Director Dave Stephenson asked if Well 4 would pass the new upcoming manganese maximum contaminant level, which is going from 50 ppm to 30 ppm. Superintendent McAdoo indicated that he is working on a new skimmer for manganese in the reservoir. Currently, Well 6's manganese level is 22 ppm and Well 4's manganese level is 50 ppm.

9. Business Consultant's Report

Ann DeMartini, Business Consultant reported that in the executive session further progress on Well 7 will be discussed.

10. Treasurer's Report

Director Laurie Bennett, Treasurer, presented the financial statements. She stated that the Finance Committee will meet during the last two weeks of July with shareholder Chris Ono and Staff to go over the midyear budget and projections.

11. President's Report

President Dave Stephenson reported that progress is being made on a 3–5-year strategic plan regarding the future needs of the Company, which will provide information on capital expenditure needs. The planning committee will work with the finance committee to further develop this plan.

12. Adjournment

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett and approved with four ayes, the regular meeting was adjourned at 7:09 p.m.

Call to Order – Executive Session at 7:15 p.m.

1. Executive Closed Session

The Board in Executive Closed Session discussed the following matters:

- Personnel Matters – No decisions were made; nothing to report.
- Well #7 Site Selection – No decisions were made; nothing to report.
- Third-Party Contracts – No decisions were made; nothing to report.

2. Adjournment of Executive Session

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett, and approved with four ayes, the Executive Session was adjourned at 9:03 p.m.

Shareholders in Attendance:

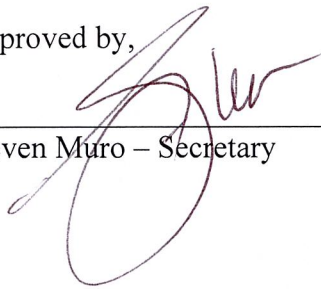
Roger Chittum
Cohen, Christine
Derr, Michael
Rieger, Ronald

Submitted by,



Lauri Marino – Office Manager

Approved by,



Steven Muro – Secretary



Dave Stephenson – President