

Regular Meetings Minutes

Date: July 8, 2025
Time: 4:00 P.M.
Location: AWSO Conference Room

Meeting Type	X	Regular		Special
Minutes Type		Draft	X	Approved

Call to Order

The meeting was called to order at 4:02 pm.

1. Roll Call

Board Member Attendance:

Mike Reynolds	President	X	Present		Absent
Alan Rohde	Vice President	X	Present 4:15		Absent
Jerry Gardner	Director	X	Present		Absent
Roger Nummerdor	Director	X	Present		Absent
Betsy Steffanich	Director	X	Present		Absent

Other Attendees: Jason Wallace, Camille Weier, Fay Espeland

2. Approval of Agenda

Motion: Roger moved to accept the agenda, and Betsy seconded.

Ayes: 4

Nays: 0

Absent: 1

APPROVED

3. Approval of Minutes – Regular

Motion: Jerry moved to accept the June Meeting Minutes, and Roger seconded.

Ayes: 4 Nays: 0 Absent: 1 APPROVED

4. Financials

- Fay Espeland, an accountant hired by AWSO to consult on bookkeeping and with general ledger questions, was present to address Board about adding a new account under Other Expenses to track current year expenses related to the New Water Source Projects and to explain adjustments needed for Annual Financial Report (AFR).
- Fay stated she set up a new account in the chart of account in QuickBooks as an Other Expense account called “Capital Project Expenses”. The account was added after concerns were raised by the Board about the expenses from the New Water Source Projects were distorting operating expenses. The Other Expenses/Capital Projects account does not change overall net income; it changes the account’s location on the profit and loss.
- Fay went over the adjustments she prepared for 2024 AFR. She explained, after reviewing the Uniform Invoice Tracking Spreadsheet for the New Water Source Projects, \$28,975.35 in grant money “received” in early 2025, should have been more appropriately recorded as Grant Revenue and booked as Grant Receivable on the 2024 AFR. She explained moving the revenue to 2024 did change the financials for January and February 2025.
- Fay also informed the Board that the new Annual expenditure amount that triggers on Audit is now \$1 million up from \$750K.

Motion: Roger moved to accept the June Financials / Payroll report, and Betsy seconded.

Ayes: 5 Nays: 0 Absent: 0 APPROVED

5. Manager's Report

- Jason presented The Board with the Manager's Report for their review (copy attached).
- All monthly water samples tested good, and the results are on file in the office.
- Jason will research who is responsible for maintaining town planters.

Motion: Betsy moved to accept the Manager's Report and Roger seconded.

Ayes: 5

Nays:0

Absent: 0

APPROVED

6. Public Comment: None

7. Old Business: No notable updates

8. New Business:

- Jason approached the Board to see if we could increase the credit line to \$5,000 since he is allowed to spend that much without Board approval.

Motion: Alan moved to increase the credit line to \$5,000, and Roger seconded.

Ayes: 5

Nays: 0

Absent: 0

APPROVED

9. Board Comment: None

Adjournment

Motion: Roger moved, and Betsy seconded that the meeting be adjourned at 4:56 p.m.

Ayes: 5

Nays: 0

Absent: 0

APPROVED

Minutes Certification:

Proposed minutes respectfully submitted,

Board Secretary / Recording Secretary

Date:

Board President

Date: