



*Doña Ana Mutual Domestic Water Consumers Association*  
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The following are the minutes of the Special Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, March 23, 2020 convened at 10:05 a.m. telephonically.

### **Call to Order & Roll Call**

President Melton called the meeting to order at 10:05 a.m. and called roll:

Vice President – Jamie Stull, Excused Absence

Secretary/Treasurer – Kurt Anderson, Present

Board Member – Paul Maxwell, Present

A Quorum was declared

### **Others in Attendance:**

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton

### **Approval of Agenda**

Dr. Anderson motioned to approve the agenda as presented; the motion was seconded by Dr. Maxwell. The Chair called for discussion of the motion. There was no discussion. The Chair called for a vote on the motion. The motion carried by roll call vote 3-0.

### **Customer Issues and Public Input**

None

### **Unfinished Business**

Dr. Maxwell motioned to approve the Approval of Emergency Provisions as presented; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Discussion was made by Ms. Horton. Ms. Horton reviewed the emergency provisions (see attachment) for the safety of our members and staff. She further advised the changes and authorizations should remain in effect until further notice as they have been implemented as of March 20, 2020. Included in the Emergency Provisions is for Ms. Horton to have authorization to take necessary actions to protect the Association, its members and staff.

Dr. Maxwell suggested minor adjustments to be added to the provisions. He suggested on item number 11 to include “such action to be reported to the board in a timely fashion” and to change “Associations” to “Association” in that same item number. Dr. Maxwell also had discussion on item number 10. He suggested to change “website” to “the website” and “office door” to “adjacent to the front door” for clarification purposes.

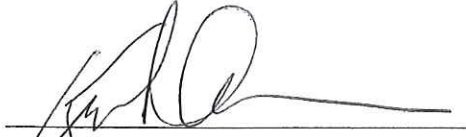
Dr. Anderson suggested to continue with monthly board meetings telephonically. Dr. Maxwell asked if members were provided the necessary information to participate in the board meetings. President Melton stated the phone number and access code was provided at the top of the agenda in bold. The Board of Directors came to the consensus they would continue with a telephonic board meeting the first Thursday of each month and President Melton could call for a Special Board Meeting as needed. There was no further discussion and with the modifications, Dr. Maxwell moved to approve the notes as amended with a second by Dr. Anderson. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

### **Board Open Discussion**

None

**Adjournment**

Dr. Anderson motioned to adjourn at 10:22 a.m., with a second from Dr. Maxwell. The Chair called for a vote on the motion. The motion carried by roll call vote 3-0.



Kurt Anderson

Secretary/ Treasurer

6/09/20  
Date