

RIVER ACRES WATER SUPPLY CORPORATION

**MINUTES OF
SPECIAL MEETING**

MAY 7, 2020

**THE STATE OF TEXAS §
 §
COUNTY OF NUECES §**

On the 7th day of May, 2020, the Board of Directors of the River Acres Water Supply Corporation convened at 5:30 P.M. in a Special Meeting at the Corporation's Office, 15601 Northwest Blvd., Suite H, Robstown, Texas, there being present and in attendance the following, to wit:

President	David Wishard
Vice-President	John Fernan
Secretary	Janine Pruski
Director	Debbie Bond
Director	Owen Cerny
Director	Roy George

Staff:	Field Manager	
	Office Manager	Debra Richter
	Attorney	Charles W. Zahn, Jr. (Via Videoconference)
	Engineer	

Members
Absent: None

CALL TO ORDER

1. A quorum being present, the meeting was called to order by the presiding officer, Mr. Wishard, pursuant to posted notice. Mr. Wishard advised the Board that he had received a letter from Mr. Jimmy Vinson resigning from his position on the Board.

RECOGNITION OF GUESTS

2. Because of the Executive Orders of the Governor and the Nueces County Judge prohibiting certain types of gatherings as a result of the COVID-19 virus, there were no guests at the meeting.

PUBLIC COMMENT

3. There was no public comment received at the meeting.

STAFFING OF OPEN OPERATIONS MANAGER

4. Upon a motion by Janine Pruski and second by Roy George the Board authorized a search for a General Manager/Operations Manager/ Superintendent for the Corporation

Upon a motion by John Fernan and second by Roy George the Board authorized Director Debbie Bond to draft a Job Description for the position and to initiate the search for a General Manager/Operations Manager/ Superintendent for the Corporation.

COMMITTEE ASSIGNMENTS

5. After discussion and upon a motion by John Fernan and second by Debbie Bond the Board approved the establishment of committees of the Board along with the Chair and members of each committee as well as the budget for each committee as follows:
 - a. Governance (John Frenan – Chair, Janine Pruski) (Spending limit - \$0.00)
 - b. Audit (Janine Peruski – Chair, John Fernan) (Spending limit - \$150.00)
 - c. Practice, Policies and Procedures (Janine Pruski – Chair, Debbie Bond) (Spending limit - \$150.00)
 - d. Governmental Regulatory Relations (John Fernan – Chair, Debbie Bond) (Spending limit \$0.00)
 - e. Constituent Communications (John Fernan – Chair, David Wishard) (Spending limit \$150.00)
 - f. Human Resources (Debbie Bond – Chair, Janine Pruski) (Spending limit - \$1,000.00)
 - g. Legal (John Fernan – Chair, Roy George) (Spending limit - \$0.00)
 - h. Information Technology (Debbie Bond – Chair, Janine Pruski) (Spending limit - \$500.00)

MEETING SCHEDULE

6. Upon a motion by Debbie Bond and second by John Fernan the Board approved holding weekly meetings on Thursdays at 5:30 p.m. through the month of June.

RETAIN INDIVIDUAL OR FIRM TO EVALUATE CURRENT OFFICE PRACTICES

7. After discussion no action was taken by the Board.

PURCHASE OF SAFE

8. Upon a motion by John Fernan and second by Roy George the Board tabled consideration of the purchase of a safe for the Corporation.

SECURITY FOR SENSITIVE ITEMS

9. After discussion no action was taken by the Board.

PETTY CASH AND CHANGE FUND PRACTICES, POLICIES AND PROCEDURES

10. After discussion no action was taken by the Board.

PURCHASE OF A CHLORINATOR

11. After discussion, upon motion by Debbie Bond and second by John Fernan, the Board authorized Paul Pilarczyk, the Corporation's Engineer, to obtain information from John Herrera, the previous Operations Manager for the Corporation, on the condition of the existing chlorinator of the Corporation and to make a recommendation to the Board as to whether or not it can be repaired or whether he recommends the purchase of a new one.

OBTAIN LEGAL COUNSEL FOR POTENTIAL LITIGATION AGAINST THE CORPORATION

12. After discussion no action was taken by the Board.

REVIEW OF CURRENT BOOKKEEPING TEAM OF THE CORPORATION

13. Upon motion by Roy George and second by Debbie Bond the Board authorized John Fernan to seek proposals for a bookkeeping individual/firm for the Corporation and make a recommendation on selection of a new individual/firm at the next meeting of the Board of Directors.

ADJOURNMENT

14. As there was no further business to come before the Board of Directors, a motion was made by Roy George and seconded by Janine Pruski and approved to adjourn.

RIVER ACERS WATER SUPPLY CORPORATION

By David Wishard 6-4-2020
David Wishard, its President

ATTEST:

Janine Pruski
Janine Pruski, its Secretary