S & T
Mutual Water Company
Los Osos, CA

Board of Directors Meeting
Minutes June 26, 2021

1 Start Executive Session at 10:00am

2 Adjourn from Executive Session to Public Board Meeting at 10:30am

3 Welcome, Determination of a quorum and introductions

The meeting was gaveled to order at 10:30 am by President McAdon.

Directors	Director Present	Absent	Excused Absence
McAdon	X		
Gardner	X		
Syfan	X		
Mein	X		
Stafford	X		

Shareholders, Officers and other parties present at the meeting introduced themselves:

Attendee	Address or interest
Charlie Cote	System Operator
Sandy Farber	Officer Manager

4 Announce results of issues from Executive Session

Ballots from director election were counted.

Number of Ballots received: (**42**) - 1 missing shareholder information

Number of Votes: Julie (**38**) Cynthia (**29**) Steve (**34**)

5 Accept minutes of last meeting (20May2021)

Directors	Accept	Reject	Abstain	Absent
McAdon	X			
Gardner	X			
Syfan	X			
Mein	X			
Stafford	X			

6 Results of Directors Election and seating of new Directors

a. Review and assign Annual Officer Assignments

President - Julie McAdon

Vice President - Chris Gardner,

Meg Syfan - Secretary,

Cynthia Mein - Treasurer,

Steve Stafford

Vote to accept 2001 revision G for updated annual officer assignments

Directors	Accept	Reject	Abstain	Absent
McAdon	X			
Gardner	X			
Syfan	X			
Mein	X			
Stafford	X			

7 Financial reports

8 Updates on company projects:

a. Basin Management Committee (BMC)

Chris gave a summary of the BMC Staff Report. Future reports will be included in the Agenda Package in the future.

b. Operations

9 Action items. For each action item (1) Board members discuss and debate each item after presentation. (2) Shareholders and public may make comments and suggestions. (3) Board members make motions and votes.

a. **Proposal: Adoption of Water Shortage contingency plan documents and declaration of water shortage emergency.**

S&T is in stage 2 of the Declaration of Water Shortage Emergency Plan. Steve suggested that the matrix should be sent out to all shareholders. The board was in agreement.

Vote to accept Proposal 9a

Directors	Accept	Reject	Abstain	Absent
McAdon	X			
Gardner	X			
Syfan	X			
Mein				X
Stafford	X			

b. **Proposal: Funding of Capital Project for tank modifications**

Vote to accept Proposal 9b

Directors	Accept	Reject	Abstain	Absent
McAdon	X			
Gardner	X			
Syfan	X			
Mein				X
Stafford	X			

c. **Proposal: joint purveyor letter to county regarding ADU permitting.**

Draft letter is not ready for this S&T Board Meeting. Will review at July Board Meeting

d. **Request for quotation, redundant water source study**

Board members discussed

e. **Review: Duty month schedule**

Harry has been removed from the director duty month schedule for August and December. Steve is on schedule for August and Cynthia is on schedule for December.

f. **Board meeting schedule, discuss possible changes**

Possible date and time change for the remainder of the year. The board agreed that we could meet at Sea Pines for next meeting and Julie will check availability.

g. **Discussion: Meet and Greet Event**

Meg proposed that the Board members meet with shareholders at Sea Pines on a Saturday in September, and encourage shareholders to attend by giving them a drink voucher to Sea Pines. She will check availability and logistics.

10 Shareholder and Public comments for items not on agenda

11 Board member comments.   Board members may make brief comments, provide project status updates, or communicate with other directors, staff, or the public regarding non-agenda topics and discuss items for future meetings.

Meeting adjourned at 12:43 pm