



HNWS Regular Board Meeting Agenda
November 15, 2022 – 6:00 PM

6:00 PM: Call Meeting to Order – Board President Joe Campbell

Meeting Announcements:

- PRAYER & PLEDGE OF ALLEGIANCE
- ANNOUNCE QUORUM (4 Required)
- AUDIO & VIDEO RECORDERS IN USE
- PLEASE FILL OUT THE MEMBER FORUM SIGN-UP SHEET TO ADDRESS THE BOARD

Approval of Minutes and Transcripts

- October 18, 2022 Regular Meeting Minutes and Transcripts
- October 24, 2022 Closed Executive Session Meeting Minutes
- November 9, 2022 BAWM – HNWS 990 Tax Forms

Approval of Memberships

Approve October New Memberships (282) Cancelled Memberships (270) & Transfers (2).

Unfinished Business

1. Forensic Audit – Joe Campbell

Description: Update on forensic audit.

Fiscal Impact: Board approved up to \$50,000.00

Legal Review: N/A

Staff Recommendation: Information only.

2. Organizational Resources – Employee Handbook - Jarod Cross

Description: Presentation of “Employee Handbook” for approval.

Fiscal Impact: N/A

Legal Review: Complete

Staff Recommendation: Approve for immediate adoption.

3. CEO Hiring Committee – Update – Joe Campbell

Description: Progress of CEO search and interviews.

Fiscal Impact: TBD

Legal Review: TBD

New Business

1. CEO Update – Joe Campbell

Description:

Fiscal Impact: N/A

Legal Review: N/A

2. Finance – Review of September Quarterly 2022 Financials – Joe Campbell/ Kim Torres

Description: Presentation of September 2022 financial statements and TCHC Quarterly update.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve the September 2022 financial statements.

3. Finance Committee Updates – Bill Thiel

- **Eglin Project** – Daryl Lynchard
- **Capital Improvements** – Don Linnell
- **Budget** – Chairman Bill Thiel

Staff Recommendation: Information only.

4. Cross Connection and Backflow Prevention Policy – Update – Joe Campbell

Description: Updating definitions in the policy.

Fiscal Impact: N/A

Legal Review: Complete

Staff Recommendation: Approve.

5. Board of Directors – Remote Attendance – Joe Campbell

Description: Resolution to update Director board meeting remote participation to include video.

Fiscal Impact: N/A

Legal Review: Complete

Staff Recommendation: Approve.

6. Board of Directors – Access Request – Joe Campbell

Description: Board of Director's request for access to personnel files.

Fiscal Impact: N/A

Legal Review: Complete

Staff Recommendation: Discussion.

7. 2023 Election Documents, Candidates, and Bios – Joe Campbell/ Amber Bucholtz

Description: Presentation of election documents, candidates, and bios to be published.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve.

8. Board of Directors – December Regular Meeting – Joe Campbell

Description: Reschedule December meeting from December 20, 2022 to December 22, 2022.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve.

Engineering

1. Monthly Operations Report – Phil Phillips

Description: Operations status update.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Information only.

Member Forum

Adjourn Meeting

The next HNWS Regular Board meeting is scheduled for December 20, 2022 at 6pm at TCHC.