

**Holmes Harbor Water Company, Inc. (HHWC)**  
**Minutes of the Board of Directors Meeting**  
**Saturday, February 10, 2024**

**Open the HHWC Meeting: (Cyndy King)**

- Holmes Harbor Water Company President Cyndy King called the meeting to order at 12:09 pm on February 10, 2024.
- This meeting was conducted in person at the Greenbank Progressive Club.

**Roll Call:**

HHWC Board members in attendance: There is a quorum.

- Cyndy King, President
- David Paull, Vice President
- Nancy Sharp, Treasurer
- Sharon Dunn
- Rick Waclawik, Secretary
- Matt Lowder

Excused absences:

- None

Holmes Harbor Residents in attendance:

- None

**Welcome New Board Members:**

- Matt Lowder volunteered to join the HHWC board during the proceeding Annual meeting and was elected to our board. Welcome Matt.

**Election of HHWC Officers for 2024**

- The officers proposed for the HHWC board for 2024 were as follows:
  - Cyndy King, President
  - David Paull, Vice President
  - Nancy Sharp, Treasurer
  - Rick Waclawik, Secretary
- A motion was made and seconded to elect these board members as officers of the HHWC board for 2024 as listed above. This motion passed unanimously.

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**Treasurers Report: (Nancy Sharp)**

**Approval of the February TR and Payment of Invoices**

- The Treasurer's Report (TR) was sent out to all Board members before the meeting.
- Nancy reviewed the TR along with the invoices that will be paid once approved.
- A motion was made and seconded to approve the February 2024 Treasurer's report and pay the identified invoices/bills. The motion was approved unanimously.

**Tax Prep**

- Nancy shared information about her research about area tax preparers who are candidates to prepare the HHWC tax return.
- The going rate is approximately \$ 1,500 for completing this type of tax return. Additional research is in progress.
- Additional information will be sent out to board members, and we may attempt to approve the selection of a tax preparer via email before our March meeting.

**USDA Loan Maintenance: (Cyndy King)**

**Wetland Restoration**

- Cyndy reported that the 2024 Shelterbelt Contract for the maintenance of the wetland restoration area is ready for final review and approval by the board.
- Cyndy will sign the contract once approved by the HHWC board.
- A motion was made and seconded to approve the 2024 Shelterbelt Contract for the maintenance of the wetland restoration area. The motion was approved unanimously.

**Water Testing Report: (Cyndy King)**

- Cyndy spoke with a member of Exact Sciences who does our water testing for King Water Company / Northwest Natural Water.

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- Cyndy has asked the representative from Exact Sciences to send the water testing results directly to our board.
- KWC/NNW is adjusting the ferric used within our arsenic treatment system.

**Adjourn Meeting**

The meeting was adjourned by Cyndy King at 12:20 pm.

Next Meeting: Saturday, March 16, 2024, approximately 10:00 am (after the March Joint Board meeting).

Meeting minutes have been written by Richard Waclawik, HHWC Secretary.

The January 16<sup>th</sup> and February 10<sup>th</sup> minutes will be reviewed and approved at the March 16, 2024, HHWC board meeting. Once approved, a copy will be put into the HHWC minute files and posted on the website.