MT. SHERMAN WATER ASSOCIATION

P.O. BOX 356

JASPER, AR 72641

(870) 861-5580

Dear Directors:

Enclosed please find the director's report, board minutes and financial report for December 2017.

If you have any questions please feel free to give me a call.

Thank You

Karen Edgmon

Financial Officer

Mt. Sherman Water Association

Mt. Sherman Water Association Meeting Minutes	Odie J. Watts - Secretary
Date: December 11, 2017	Time: 5:36 PM – 6:25 PM

Board Members:

Key	Board Member Attendees: Key: * Attended, # Absent	Phone
*	Edgmon, Karen – CHIEF FINANCIAL OFFICER	861-5641
*	Ferguson, Ron – BOARD MEMBER	446-2910
*	Reynolds, Ivan – WATER OPERATOR	446-5352
*	Rylee, Quentin – VICE PRESIDENT	870-688-8018
*	Shechtman, Barry – BOARD MEMBER	446-6630
*	Stivers, Betty – BOARD MEMBER	446-5744
*	Szabrowicz, Ben – BOARD MEMBER	446-6007
*	Voshell, Calvin – PRESIDENT	446-2270
*	Watts, Odie – SECRETARY / TREASURER	446-2838

	Visitors and Customer Attendees:	
	No visitors or customers attended this meeting	

Minutes and Business Discussions:

Agenda	
1. Call to Order	Meeting was called to order at 5:36 by Calvin Voshell – President.
2. Meeting Minutes	The Meeting minutes from the November 13, 2017 meeting was reviewed and approved. Motion to approve the minutes was made by Ron Ferguson with 2nd by Betty Stivers with no abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon presented the financial report. At the end of November, 2017 the total financial assets currently on deposit: • Treasury Bonds - $32,577.60 • Certificates of Deposit - $152,742.75 • Money Market - $26,110.28 • Checking - $17,905.39 • **TOTAL - $229,353.93** • Added $960.00 to Anstaff Depreciation Account. • Received a check from FEMA in the amount of $6,742.50. • Significant expenditures for the month of October, 2017. o Red Rock Construction – $610.00 • Current water loss was calculated to be 31.2% Motion to approve the financial report was made by Quentin Rylee with 2nd by Ron Ferguson with no abstentions.
4. Water Operator's Report	Ivan Reynolds presented the Water Operator's report for the month: • Changed Cleatha Samuels' meter. • Changed Lytle James' meter. • Changed Rebecca Hill's meter.

Agenda	
	◦ Changed Gary Matlock's meter and added a meter riser. • Changed James Bowen's meter. ◦ Changed Gary Matlock's meter at his farm house. • Changed Barry Johnson meter at the cabin next to Schultz. • Suspect a leak under the asphalted road going down to Steel Creek. Will require digging across the road then re-asphalting. Motion to approve the Water Operator's report was made by Ben Szabrowicz with 2nd by Betty Stivers with no abstentions.
5. Old Business	• Reviewed the Action Items listed below for any status updates: See the Action Item list below.
6. New Business	• The Board questioned Ivan Reynolds about exercising the old Well #1 pump. Ivan will make arrangement to start-up the pump once the weather improves. • The Board was alerted to the fact that the IRS has revoked the MSWA Tax Exempt Status for failure to submit a Form 990. Karen will work with Porterfield CPA firm to determine if the form is needed and to get them to complete the necessary paperwork to have the tax status restored. • The Board discussed have each MSWA employee sign an Independent Contractors Agreement which spells out in very general terms what each contractor employee has been contracted to do for the MSWA and how much compensation each contractor will receive for providing the contracted services. • It was discussed and agreed to have $10,000 from the checking account moved to a CD at Anstaff Bank. Odie Watts made the motion and Ben Szabrowicz seconded the motion. The vote was unanimous. • The Board met in a separate meeting following the regularly scheduled business meeting to approve a $100 per month raise for each of the three contract employees. The motion was made by Odie Watts and seconded by Ron Ferguson. The vote to approve the pay raises was unanimous.
7. Adjournment	Meeting adjourned at 6:25 P.M.
8. Next Meetings	**NEXT MEETING START TIME:** The next scheduled meeting will be held on December 11, 2017 at 5:30 PM at the Mt. Sherman Volunteer Fire Department building.

Action Items for Discussion and Update at Next Meeting:

Item No.	Opened Date	Description	Assigned To	Target Date	Status

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI61	8/13/12	Work through the system to replace older meters that may not be recording properly. Making progress on the meter replacements. See water operator's report above.	Ivan Reynolds	ASAP	**IN WORK**
AI62	11/13/17	Develop a customer "black list" and send it to the other water systems in the county.	Karen Edgmon	ASAP	**OPEN**
AI63	11/13/17	Contact potential new customers who live along CC Road to determine how many would be interested in joining the MSWA.	Ivan Reynolds	ASAP	**OPEN**
AI64	12/11/17	Exercise pump at Well #1.	Ivan Reynolds	ASAP	**OPEN**
AI65	12/11/17	Move $10,000 to an Anstaff CD.	Karen Edgmon	ASAP	**OPEN**
AI66	12/11/17	Get Contractor agreements signed and added to files.	Karen Edgmon	ASAP	**OPEN**
AI67	12/11/17	Work with Porterfield CPA to straighten out the Form 990 issue with the IRS.	Karen Edgmon	ASAP	**OPEN**

Mt. Sherman Water Association

Register: Bank of the Ozarks Checking 1/4/2018 7:15 PM
From 12/01/2017 through 12/31/2017
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2017			Ask My Accountant	Disaster refund			6,742.50	24,647.89
12/04/2017	5510	Ozark Mtn. Regional...	Ask My Accountant		5,828.00			18,819.89
12/06/2017			Sales	Deposit			2,903.14	21,723.03
12/11/2017			Sales	Deposit			2,375.68	24,098.71
12/11/2017	5511	Dept. of Finance & A...	Ask My Accountant		1,088.00			23,010.71
12/11/2017	5512	Odie Watts	Repairs and Maintenance		50.00			22,960.71
12/11/2017	5513	Leslie Daniels	Payroll Expenses		200.00			22,760.71
12/11/2017	5514	Leslie Daniels	Repairs and Maintenance		175.00			22,585.71
12/13/2017			Sales	Deposit			429.56	23,015.27
12/13/2017	5515	Karen Edgmon	Payroll Expenses		981.50			22,033.77
12/13/2017	5516	Karen Edgmon	Rent Expense	+ office supplie...	89.25			21,944.52
12/14/2017			Sales	Deposit			3,178.06	25,122.58
12/14/2017	DBT	Bank/Ozarks	Ask My Accountant	CD	10,000.00			15,122.58
12/18/2017	5517	Red Rock Construction	Repairs and Maintenance	150 and 151	1,050.00			14,072.58
12/19/2017	5518	Ivan Reynolds	Payroll Expenses		1,100.00			12,972.58
12/19/2017	5519	Ivan Reynolds	Repairs and Maintenance		75.00			12,897.58
12/20/2017			Sales	Deposit			315.91	13,213.49
12/21/2017			Sales	Deposit			2,824.70	16,038.19
12/26/2017	DBT	Ritter Communications	Utilities		35.37			16,002.82
12/26/2017	DBT	Ritter Communications	Utilities		42.69			15,960.13
12/26/2017	DBT	Carroll Electric	Utilities		40.58			15,919.55
12/26/2017	DBT	Carroll Electric	Utilities		71.07			15,848.48
12/26/2017	DBT	Carroll Electric	Utilities		79.98			15,768.50
12/28/2017			Sales	Deposit			4,615.61	20,384.11
12/29/2017			Sales	Deposit			45.75	20,429.86
12/30/2017			Interest Expense	Deposit			0.96	20,430.82

10,000
CD

WaterWorks

A Utility Billing Software

800-227-5128

MT. SHERMAN WATER

DIRECTOR'S REPORT

December 2017 Billing cycle

Printed Thursday, December 28, 2017 @ 18:27

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,863,456	100.0%
Water Sold to Customers	1,060,140	56.9%
Utility Use (fire, flushing)	0	0.0%
Water Lost	803,316	43.1%
Average Use Per Account	3,334	
Accounts Using Water	318	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	12,513.39	0.00	0.00	103.20	690.00	0.00	981.36
Count	354	0	0	344	276	0	346
Average	35.35	0.00	0.00	0.30	2.50	0.00	2.84

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on December 2017 Bills		17,312.80	356
Credit Balances	-1,553.27		22
Debit Balances	18,866.07		334
Payments		-16,858.81	305
Adjustments		50.00	2
Balance after Payments and Adj		503.99	56
Current	-1,021.72		31
30 to 60 Days Old	819.67		9
60 to 90 Days Old	301.39		9
Over 90 Days Old	404.65		7
Penalty Charges		421.00	53
Charges for Services		14,287.95	354
Balance Due		15,212.94	