



# Board Meeting Notes

Yadkin-Pee Dee Water Management Group

11:00 PM - 12:00 PM, August 15, 2024 via Teams

## WELCOME & ATTENDANCE

A meeting of the Yadkin Pee-Dee Water Management Group Board of Directors was held via Microsoft Teams on Thursday, August 15, 2024.

Alan Fowler called the meeting to order at 11:03. The following Board members and others were in attendance.

Alan Fowler, Chair  
Aubrey Lofton, Vice-Chair  
David Czerr, Secretary/Treasurer  
Sam Call, At Large Representative  
HDR Program Management: Sara Yeh, Audri Baker

## ADMINISTRATIVE MANAGEMENT & CHAIRS REPORT

- Review of July 11, 2024, Board Meeting notes: no comments or changes were presented.
  - **MOTION:** Approve minutes of July 11, 2024, Board meeting as written; motion carried.
- Member Engagement
  - The Board reviewed member attendance records and discussed the importance of engaging all members to encourage participation. The Board also recognized a need to confirm which entities had made a formal commitment to the incorporated organization.
  - Benefits of engagement
    - Access to technical presentations
    - Ability to network with other utilities
    - The success of this group and ultimately the long term viability of the river basin needs everybody's participation
    - Access to new funding opportunities as a 501c3 organization
    - Opportunity to have a growing influence in the basin, needs all parties engaged. (Catawba-Wateree Water Management Group (CWWMG) as an example.)
    - Opportunity to be part of a bigger effort for sustainable water supply
  - **ACTION:** Confirm signed resolutions on file; reach out to determine status of missing resolutions (HDR)
  - **ACTION:** Draft an outreach message to members to encourage engagement (HDR, Board)
- Web Domain Renewal
  - The existing domain name of ypdwater.org is up for renewal at a cost of \$265 for 5 years; payment is due by September 1. Board members questioned the history of the current domain url and expressed a desire to explore other names which might be more descriptive of the group.
  - **ACTION:** Research availability of other domain name options and potential for a 1-year renewal while the group explores name options. (HDR)
- Financial Audit
  - As requested by the Board, Audri Baker provided a summary of current financial audit processes being followed by the Yadkin-Pee Dee River Basin Association and the CWWMG.
  - The YPDWMG Bylaws do not require an independent audit; however, Board members agreed that arranging for an independent annual audit would be the best practice for transparency.
  - **ACTION:** Draft a request for proposal to provide an independent financial audit for distribution to the firms being used by YPDRBA and CWWMG. (HDR).

## FINANCIAL MANAGEMENT

- Monthly Financial Summary
  - David Czerr reviewed the current transactions and highlighted the following.
    - Expenses: Insurance payment completed, recurring monthly fees for Quickbooks.
    - Income: The majority of dues payments have been received. Those outstanding may simply be a result of the time it takes to work through the financial process at individual utilities. The Board also noted the need to confirm engagement by all unpaid members.
    - **ACTION:** Send out a third and final dues reminder at the end of August. (HDR)
- Bank Transfer
  - Accounts have been established with Civic Federal Credit Union and transfer of all funds from the Wells Fargo account by Fountainworks has been completed. A final interest payment from Wells Fargo was received and the account is being closed.
- Funds Allocation
  - Mr. Czerr presented a summary of the groups' financial status and recommendations to maximize earning potential through the use of money market or choice certificate accounts offered by Civic FCU.
    - Cash flow and liabilities: estimate of \$169,030
    - Establish a Reserve Goal: recommend 10% or \$20,000
    - Allocation options: Money Market, Choice Certificate (aka CD)
    - Considerations: Future project endeavors, other research projects, annual financial audit, additional WRP phases or adjustments.
    - Recommendations:
      - Retain adequate funds to cover liabilities and reserve in a money market account (~\$190K).
      - Invest the remainder in 6-month and 18-month certificates, with 50% funds in each.
  - Board members supported the recommendations. Mr. Czerr will review projections for any necessary adjustments and reallocate funds to higher yield accounts accordingly.
  - **ACTION:** Review projections to confirm adequate coverage for liabilities and reserve and move those funds to a money market account. Reallocate balance of funds to higher yield accounts as recommended. (Czerr)

## WATER RESOURCES PLAN PHASE 4B

- Scenarios – the Project Team is working on progressing these options and plans to provide an update to members at the September meeting
- Stakeholders – the next two stakeholder meetings are being planned.
- New access details for the OASIS model platform were distributed to all members following the July meeting.

## UPCOMING REGULAR MEETING PREPARATION

- Meeting Logistics
  - The next Regular Meeting will be held Thursday, September 12, 2024, at Winston-Salem's Paschal W. "Pat" Swann Water Treatment Plant, 2800 River Ridge Rd, Pfafftown, NC 27040.
  - Lunch will be provided and a tour available afterward.
- Draft Agenda Content
  - The Board reviewed presentation topics suggested by members during the July meeting:
  - Potential presentations for September
    - Low inflow protocols – USACE re decision making and actions related to W. Kerr Scott Reservoir.
    - High water response – Duke Energy high water response tools and strategies in the Yadkin-Pee Dee Basin
  - Future scheduling
    - Water shortage: outreach to Klaus Albertin for an update. Tropical Storm Debby has alleviated drought concerns for the time being. The Board suggested scheduling for late winter/spring.
    - Grant funding opportunities – develop a broad list based on 501c3 status
    - SC River Basin Council – schedule for late 2024 or early 2025 after report is complete

## CLOSING

- Next Board meeting: October 10, 2024, via Teams.
- Mr. Fowler adjourned the meeting at 12:10 PM.

## SUMMARY OF MOTIONS & ACTION ITEMS

MOTION: Approve minutes of Thursday, July 11, 2024, Board meeting as written; motion carried.

ACTION: Confirm signed resolutions on file; reach out to determine status of missing resolutions. (HDR)

ACTION: Draft an outreach message to members to encourage engagement (HDR, Board)

ACTION: Research availability of other domain name options and potential for a 1-year renewal while the group explores name options. (HDR)

ACTION: Draft a request for proposal to provide an independent financial audit for distribution to the firms being used by YPDRBA and CWWMG. (HDR).

ACTION: Send out a third and final dues reminder at the end of August (HDR)

ACTION: Review projections to confirm adequate coverage for liabilities and reserve and move those funds to a money market account. Reallocate balance of funds to higher yield accounts as recommended. (Czerr)

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