Minutes of Meeting

Subject:	**MLNDA Board of DirectorsMeeting**		
Reference:	-	Date:	9th November 2020
Prepared By:	J. Robbins	Time:	1830hrs (6:00pm)
Approved By:	J. Robbins / S. Burton	Location:	Conference Call (Zoom)

Company:	**Attendees:**
MLNDA	Jacy Robbins, Roxanne Henricksen, Sydney Burton, Janet Hudson,Mike Meskill, Miriam Jones, Sara Fitzgerald, Paul Bluntzer, Brent Hammond, Andy Taylor, Mark Earl, Christy Sellers, Robert Raetzsch, Tim Bays, EilenThedford
Absent	Gary Love
Distribution	Attendees + Absent + Membership

Action	Description	Responsible	Due Date
MLNDA General/ Administrative			
1.	Secretary's Updates – membership roster, new members, etc. **Update09-Nov-20:** 135 individuals (120 renewed, 15 new), 80 households (70 renewed, 10 new)	S. Burton	On-going
2.	Treasurer's Report – bank account status, donations/fees received, expenses paid, etc. **Update09-Nov-20:** $38,984.08balanceasof Nov 9th.	R. Henricksen	On-going
3.	Consider change of board meeting date and time to accommodate maximum board members. Send email requesting best suitable date and time to board for agreement. **Update09-Nov-20:** By majority vote board agreed on 2nd Monday of each month. Going forward all board meetings will follow this.	Board	30-Oct-2020 CLOSED
4.	Consider tracking of board member absentees to allow for better transparency. Process for removal to follow by-laws and Texas Code, this should be used as a tool only for tracking. **Update 09-Nov-20:** Create spreadsheet and start tracking at next meeting. Spreadsheet created and will start using going forward.	S. Burton J. Robbins	15-Nov-2020 CLOSED
5.	Confirm all Conflict of Interest Policy for Board members signed and received by S. Burton. **Update 09-Nov-20:** All board member signatures received.	S. Burton B. Hammond S. Fitzgerald	15-Nov-2020 CLOSED
6.	Board to consider allowing officers to spend $500 semi-annually, approval required by one officer and President. **Motion to Approve:** Andy Taylor **2nd Motion:** Mike Meskill **Approval by Board:** Unanimous	Board	09-Nov-2020 CLOSED
Membership Committee – Chair: S. Burton, Co-chair: E. Thedford			
7.	Discuss membership update. Provide status update to membership per input of Board.	S. Burton C. Sellers J. Robbins	13-Nov-20

Action	Description	Responsible	Due Date
8.	Follow-up with members who have not renewed. Provide clear message on benefits to joining or re-joining MLNDA. Look at best methods to distribute message; group email, personal email, personal phone calls, meetings in person, etc. This should be a group effort by board members to talk and inform lake residents. **Update 14-Oct-20**: Membership Committee has emailed non-renewed members; working on flyers to promote messaging and on efforts to personally inform residents. **Update 09-Nov-20**: Flyers and membership applications to be sent out. Will wait on initial response from membership before proceeding with further actions.	S. Burton J. Hudson E. Thedford C. Sellers Board	30-Oct-20
9.	Decide on best form of electronic payment for membership dues and donations. Aim to have at least one form of electronic payment. Look into set-up of credit card reader and Venmo. **Update 09-Nov-20**: Venmo has been set-up. Credit card reader will be used when needed. PayPal pending.	R. Henricksen C. Sellers	11-Nov-20 CLOSED
10.	Develop monthly newsletter for membership with objective of providing a series of information of the overall plan MLNDA is proposing for dam ownership, engineering, funding, construction, operation, and maintenance. **Update 09-Nov-20**: Consider providing Roadmap document to membership to provide complete overview of proposed plan or use Roadmap document as a starting point for creating newsletter.	E. Thedford J. Robbins	On-going
Communication and PR Committee – Chair: S. Fitzgerald, Co-chair: T. Anders			
11.	Consider article in newspaper and media platforms aimed at making the local community aware of the lost tax revenue to city, county, Seguin ISD, and overall impact to community if Meadow is drained. Goal is to gain public support. Decide best methods for distributing information; consult Tess Anders on this. **Update 14-Oct-20:** Draft written. PR Committee to review draft and decide best method for distributing. **Update 09-Nov-20**: Look into combining draft plan, Roadmap and efforts of creating a video into a well thought out PR campaign.	B. Hammond (lead) S. Fitzgerald T. Anders	30-Nov-20
12.	Meet with Eric Hunter to start documenting / filming all progress. Aim to produce a number of videos to aid in explaining MLNDA's path forward. Initial meetings will help to narrow message and how best to approach video.	S. Fitzgerald T. Anders	On-going
13.	Start developing plan for membership social gathering / fundraiser. **Gathering on HOLD until talks with GBRA can progress and comprehensive engineering study can progress forward.**	S. Fitzgerald M. Jones	On-going
HSE (incl. River clean-up) Committee – Chair: T. Bays			
14.	Awaiting Spring weather to begin organizing first MLNDA river clean-up in conjunction with GBRA. **Update 08-Jul-20:** July 18^{th} river clean-up CANCELLED due to spike in local COVID cases. Once further information is known will update membership. **Update 12-Aug-20**: GBRA organizing river clean-up through Steering Committee. T. Bays to follow up with N. Pence from GBRA for further information. **Update 09-Nov-20**: Awaiting for decrease in COVID cases before beginning planning of clean-up.	T. Bays S. Burton	On-going

Action	Description	Responsible	Due Date
Association Fundraising and Grant Writing Committee – Chair: M. Jones			
15.			
GBRA Committee – Chair: J. Hudson			
16.	Develop Memorandum of Understanding outlining MLNDA's proposal to GBRA. Board to vote and confirm prior to sending. Afterwards issue for GBRA's review and comment. **Update 16-Sep-20:** MOU sent, GBRA not responding only through their lawyers. Continue to work with City to try and re-establish communication lines with GBRA. **Update 09-Nov-20:** Roadmap document produced providing general overview of MLNDA's proposed plan and will be submitted to GBRA. City Manager and State Representative John Kuempel working on establishing communication lines with GBRA. Continue to follow-up with both.	J. Hudson R. Raetzsch J. Robbins M. Meskill A. Taylor	On-going
Technical Committee on Dam Construction – Chair: J. Robbins			
17.	Government entity backing (city or county) support required to go forward with comprehensive engineering study. Engineering consultant requires study be led by government entity. Goal is to go forward with the study once we have GBRA and city support on the study. **Development of scope of work on HOLD until further information is known and communication lines re-established with GBRA.**	J. Robbins	On-going
18.	Arrange Zoom Meeting with Technical Committee and any other interested Board Members for detailed explanation of gate operations and maintenance and proposed design improvements, methodology, requirements, etc. Goal will be to familiarize everyone with engineering plan to date. Send out all technical reports prior to meeting.	J. Robbins C. Sellers Tech. Comm.	16-Nov-20
Financing Committee on Dam Construction – Chair: M. Meskill, Co-Chair: B. Hammond			
19.	Evaluate most cost effective district that meets requirements (i.e. levy taxes, own dam, issue debt, etc.). Determine cost to create and operate district. Look for examples and consult relevant experts. **Update 09-Nov-20:** Look into contacting district lawyer and setting up initial meeting.	J. Robbins B. Hammond M. Meskill A. Taylor	15-Nov-20
20.	Develop rough financial model for district. **Update 09-Nov-20:** Refer to Roadmap document as this provides approximate financial model for the district with information provided to date.	B. Hammond M. Meskill J. Robbins	30-Oct-20 CLOSED
21.	Discuss recreational opportunities at Nolte Island with Son's Management Group. This is an exploratory meeting to see what revenue could potentially be generated. **Update 09-Nov-20:** All involved to agree on best time to meet with Son's Management Group.	B. Hammond S. Fitzgerald M. Meskill J. Robbins M. Jones	30-Nov-20
State Legislative Committee – Chair: A. Taylor / J. Robbins			
22.	Vet and choose lobbyists with input from State Representative Kuempel and others.	A. Taylor J.Robbins	On-going

Minutes approved by:

MLNDA President	**Signature**
MLNDA Secretary	**Signature**