



**HOLLEY NAVARRE WATER SYSTEM, INC.**  
April Board of Directors Meeting Agenda – Subject to Change  
April 17<sup>th</sup> 2018 – 6:00PM

**6:00 PM Call Meeting to Order – President James Calkins**

PRAYER – MARK MILLER  
PLEDGE OF ALLEGIANCE  
ANNOUNCE QUORUM  
ANNOUNCE **“AUDIO AND VIDEO RECORDERS IN USE”**  
**“PLEASE SILENCE ALL CELL PHONES”**

APPROVE – March 20<sup>th</sup> HNWS BOD Meeting Minutes  
APPROVE – March New (343) / Cancelled (290) Memberships (See worksheet)

Reports of Committees:

- a. Finance – Paul Gardner – Approval of Mar. Financial Statements
- b. Personnel – Daryl Lynchard

**Unfinished Business**

- 1) 2017 Annual Audit-presentation by Warren Averett (Kristen McAllister)
  - a. Filing Date for 2017 Tax returns
  - b. Draft federal form 990
- 2) Approve December 2017 minutes. (Board)
- 3) Update on talks with Santa Rosa County to obtain right of way on Janet Street/possible other solutions. (Clinton)
- 4) Update on GPS / insurance discount. (Paul)
- 5) Discussion of website RFP
- 6) Review process for signing membership certificates.
- 7) Update on Gulf Breeze Re-Use (Phil Phillips)

**New Business**

- 1) Request from customer to finance sewer extension cost. (Paul)
- 2) Request for approval of revised organizational chart. (Paul)
- 3) Request to create new mechanic position. (Danny)
- 4) Discussion of construction of Board Packets. (Mark Miller)
- 5) Pension Trustee Report (2 Trustees)
- 6) Legal Counsel Activity Report (Keith Kilpatrick)
- 7) Clarification of Dry Re-Use Resolution (see attachment) (Paul)



HOLLEY-NAVARRE WATER SYSTEM, Inc.

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### **Requests for Staff**

- 1) Request for staff to research and recommend the fairest and most convenient way for our stockholders to vote in annual elections.
- 2) Request staff to prepare a list of Director terms. (Start dates, end dates, etc.)
- 3) Request for staff to prepare a contact list of Directors.
- 4) Request for staff to provide HNWS telephone directory or list.
- 5) Report on outstanding RFPs

### **Engineers' Report (Phil Phillips)**

- 1) Progress reports on current construction projects valued at \$50,000+

**Public Forum** (limit 5 minutes per person)

**Meeting recesses for nonpublic personnel business**

**Adjourn**