

KIT CARSON ELECTRIC COOPERATIVE, INC.

MEETING OF THE BOARD OF TRUSTEES

August 25, 2020

*A virtual meeting of the Board of Trustees of Kit Carson Electric Cooperative, Inc. (KCEC) was called to order by the President, Mr. Bobby Ortega, on Tuesday, August 25 2020 at 9:00 a.m. in the Marcelino Martinez Room of the headquarters building of the Cooperative, Taos, New Mexico. The following Trustees were present:*

<i>Bob Bresnahan – Virtual</i>	
<i>Russ Coyle - Virtual</i>	<i>Present</i>
<i>Cristobal Duran – In Person</i>	
<i>Bruce Jassmann – In Person</i>	
<i>Manuel Medina – In Person</i>	
<i>Bobby Ortega – In Person</i>	
<i>Arthur Rodarte – Virtual</i>	
<i>Michael Romero – In Person</i>	
<i>Bernie Torres - Virtual</i>	
<i>David Torres – In Person</i>	
<i>Luisa Valerio-Mylet - Virtual</i>	

*Also, present were Luis A. Reyes, Jr., Chief Executive Officer, Richard Martinez, Chief Operating Officer, Carmella Suazo, Assistant Manager, and Joyce Archuleta, Executive Secretary (Virtual) who recorded the day's proceedings.*

*It was declared a quorum was present.*

*Quorum*

*Mr. Jassmann led the Board in reciting the Pledge of Allegiance.*

*Pledge of Allegiance*

*Mr. D. Torres led the Board in a word of Prayer.*

*Prayer*

*The agenda was presented. It was moved by Mr. Jassmann, seconded, by Mr. Romero, and unanimously approved, that the agenda be approved as presented.*

*Agenda*

*The minutes for the Board of Trustees regular Board Meeting held July 28, 2020 were presented. It was moved by Mr. Medina, seconded by Mr. Jassmann, and unanimously approved, that the minutes be approved as presented.*

*Minutes July 28, 2020, Regular Meeting*

*Mr. Reyes presented the CEO report. The KCEC Form 7 and Balance Sheet were reviewed. Mr. Reyes reported on the cost of power and wheeling costs were discussed. He reported even though usage has decreased KCEC still operates 2917 miles of line and continues to pay bills. He reported crews continue to complete tree trimming*

*CEO Report*

and maintenance. Mr. D. Torres reported the Safety Committee did not meet in the month of August. Mr. Medina reported safety was very important and Safety Committee Meetings should be held. Mr. Martinez reported crew visits and meetings in morning with operations were being held. Following discussion, it was moved by Mr. Rodarte, seconded, by Mr. Duran and unanimously approved, that the CEO report for July 2020 be approved as presented. A copy of the CEO report is included in the Transfer of Documents and is hereby made a part of the minutes of this meeting.

The President reported requests have been received from Estates in the amount of \$12,016.14. It was moved by Mr. Medina, seconded by Mr. Jassmann, and unanimously approved, that payments be made to these Estates.

Capital Credits  
to Estates

Mr. Reyes reported that the NRECA Region 10 (Virtual) Annual Meeting was going to be held October 12-16, 2020. A Voting Delegate and Alternate would need to be appointed. Discussion was held on the Region 10 Meeting. It was the consensus of the Board that Kit Electric Cooperative would not be participating in the NRECA Region 10 Meeting.

NRECA Voting  
Delegate &  
Alternate  
Region 10  
(Virtual)  
Meeting

Mr. Reyes recommended re-appointment of Kit Carson Propane, Inc. Directors Juan Valdez and Nelson Lopez. It was moved by Mr. Duran, seconded, by Mr. Medina and unanimously approved that Juan Valdez and Nelson Lopez be re-appointed as Kit Carson Propane Directors. A Roll-call vote was taken.

Re-Appointment  
Recommendation  
of Kit Carson  
Propane, Inc.  
Directors

Bobby Ortega – Yes  
Chris Duran – Yes  
Manuel Medina – Yes  
Bruce Jassmann – Yes  
Michael Romero – Yes  
Luisa Valerio-Mylet - Yes

Arthur Rodarte – Yes  
David Torres – Yes  
Bernie Torres – Yes  
Bob Bresnahan – Yes  
Russ Coyle – Yes

The President reported donation totals and correspondence were in the packet to be reviewed at leisure.

Donations &  
Correspondence

Mr. Jassmann reported the Payables Committee met on August 10, 2020. Mr. Jassmann recommended approval. It was moved by Mr. Romero, seconded by Mr. D. Torres, and unanimously approved.

Payables  
Committee

Mr. Reyes reported the Broadband Committee met August 20, 2020. He reported Kit Carson Internet currently has 7,794 customers. He reported KCI was focusing on student connects, he stated 200 students had been connected. KCI continues to work with School

Broadband  
Committee

*Superintendents on installing additional hot spots. He reported 1,300 students had no internet service or adequate service. He reported Kit Carson Internet had three contractors assisting with internet connections. Next Broadband Committee meeting is scheduled for September 24, 2020 at 3:00 p.m.*

*Mr. Rodarte reported the Solar Committee met August 14, 2020. He reported KCEC should be getting the permit from the Town of Taos for the Taos Mesa Solar Project in September and construction will begin in April 2021. Mr. Reyes reported we are still lacking a permit for the Angel Fire Solar Project. Discussion was held. Next Solar Committee meeting was scheduled for September 9, 2020 at 9:00 a.m.*

*Solar  
Committee*

*Mr. Reyes reported that a Virtual Strategic Planning Session with CoBank is scheduled for September 17, 2020 from 9:00 a.m. to 3:00 p.m. This would be a follow up to the Strategic Planning held at the September 25, 2019 at Taos Ski Valley.*

*Mr. D. Torres reported the Bylaw & Policy Committee met on August 12, 2020. He reported the following policies had been reviewed:*

*Bylaw & Policy  
Committee*

*KCEC Policy No. 1.16 – Trustee Code of Conduct – Changes Recommended. It was moved by Mr. Rodarte, seconded, by Mr. Medina and unanimously approved to approve KCEC policy No. 1.16 – Trustee Code of Conduct with changes.*

*KCEC Policy No. 2.24 – Records Management, Retention & Destruction – Changes Recommended. It was moved by Mr. Duran, seconded, by Mr. Jassmann and unanimously approved to approve KCEC Policy No 2.24 Records Management, Retention & Destruction with changes.*

*KCEC Policy No. 3.13 –(New) Social Media Policy was reviewed it was moved by Mr. Medina seconded by Mr. Bresnahan to accept KCEC Policy No. 3.13 Social Media Policy.*

*Next Bylaw & Policy Committee Meeting is scheduled for September 16th, 2020 at 9:00 a.m.*

*There being no further business to come before the Board, it was moved by Mr. Duran, seconded by Mr. Jassmann and unanimously approved, that the Board of Trustees of Kit Carson Electric Cooperative, Inc. be adjourned until September 29, 2020 at 9:00 a.m. the date and time of the next Board meeting. Unless changed and, thereupon, the Vice President declared the meeting adjourned at 10:15 a.m.*

*Meeting  
Adjourned*

**Meeting of the Board of Trustees – August 25, 2020  
Regular Meeting**

*The following Trustees were present at the end of the meeting:*

*Bob Bresnahan, Russ Coyle, Cristobal Duran, Bruce Jassmann, Manuel Medina, Bobby Ortega, Arthur Rodarte, Michael H. Romero, Bernie Torres, David Torres and Luisa Valerio-Mylet*

  
\_\_\_\_\_  
Secretary

Approved this 29<sup>th</sup> day of September 2020

  
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President