

**Meeting  
Board of Directors  
Surprise Valley Electrification Corp.  
February 9, 2023**

**1. The scheduled meeting of the Board of Directors of Surprise Valley Electrification Corp. was held on the 9th day of February 2023, at the Surprise Valley Electrification Corp. office in Alturas, California at 10:30 a.m.**

**The meeting was called to order by Vice President Scott Warner. Directors present at the meeting were Raymond Cloud, Wes Cook, Kyle Weber, Craig Joiner and John Erquiaga. President, Dennis Flynn was absent.**

**Also present at the meeting were General Manager Bradley Kresge, Administrative Secretary Melissa Cavasso, Member Service Manager DJ Northrup, Billing Administrator Melissa Royce, Engineer John Minto, Operations Manager Dennis Reed and Company Attorney Ray Kindley. Controller Accountant, Joseph Johnson was absent.**

**Member present-None.**

**2. Chair appointed Administrative Secretary, Melissa Cavasso, to take the minutes.**

**3. Changes or additions to the agenda:**

**7A. New Business- Audit Letter of Engagement**

## **Open Session**

**1. Reading of previous Board Meeting Minutes- Director Wes Cook made a motion to approve the minutes of the January 12, 2023 Board Meeting, Kyle Weber seconded, motion passed.**

## **2. Manager's Report-**

**A. General Manager, Bradley A. Kresge presented the following to the Board:**

- **Audit status**
- **Air Methods Air Ambulance safety training**

**B. Operations Report, Dennis Reed:**

- **California Crew jobs**
- **Oregon Crew jobs**
- **Outages**
- **Safety Meeting**
- **Trees**

**C. Engineer, John Minto:**

- **CA & OR site visits for new construction**
- **NISC mapping**
- **Pole Tags**

**D. Member Services, DJ Northrup:**

- **Donations**
- **Washington DC Youth Tour**

**E. Billing Administrator, Melissa Royce:**

- **New rates on billing**
- **Assisting Engineer on mapping system**
- **Smart hub/Auto pay member count**

## **3. Member Discussion Period:**

**A. None.**

## **4. Association Update:**

**A. None**

## **5. Correspondence:**

**A. Thank you card from Dee Dee Graxius B. Thank you card from Alturas P.D.**

**C. Thank you call from Lorene Whitlock**

## **6. Old Business: None.**

## **7. New Business:**

**A. RUS Form 219 Inventory of Work Orders- Director Craig Joiner made a motion to approve RUS Form 219 Inventory of Work Orders, Director John Erquiaga seconded, motion passed.**

**B. Audit Letter of Engagement- Director Wes Cook made a motion to approve the Audit Letter of Engagement, Director Raymond Cloud seconded, motion passed.**

**8. Policy Review: General Policy 209.0 Director Conflict of Interest- Director Kyle Weber made a motion to approve General Policy 209.0 Director Conflict of Interest, Director Craig Joiner seconded, motion passed.**

**9. Capital Credits: Raymond Cloud made a motion to approve Capital Credits retirement of \$16,009.65 representing early discounted retirements of estates, member agreements, and/or those leaving the system. This amount comprises \$14,889.26 donated to the cooperative and \$1,120.39 appropriated to members. John Erquiaga seconded; motion passed.**

**There being no further business open session of the meeting was adjourned at 11:18 a.m.**

## **Closed Session**

- 1. Approval of New & Cancelled Memberships- Approved- Wes Cook/Craig Joiner**
- 2. Write Offs- Approved- \$824.16 Craig Joiner/Kyle Weber**
- 3. Board Discussion**

**Sincerely,**

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**Raymond J. Cloud, Secretary**