

Meeting
Board of Directors
Surprise Valley Electrification Corp.
November 27, 2024

1. The scheduled meeting of the Board of Directors of Surprise Valley Electrification Corp. was held on the 27th day of November 2024, at the Surprise Valley Electrification Corp. office in Alturas, California at 10:30 a.m.

Company Attorney Shoshana Baird called for a motion to appoint a Board Chairman to conduct the Board Meeting. A motion was made by Director Wes Cook to appoint Secretary, Raymond Cloud, as the Board Chairman, Director Kyle Weber seconded, Board voted unanimously.

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

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

No members were present.

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

3. Changes or additions to the agenda: 7. New Business A. Letter of Engagement from Auditors Moody, Mickelsen, Rowley, & Adamson, P.S.

Open Session

1. Reading of previous Board Meeting Minutes: Director Wes Cook made a motion to approve the minutes of the October 24, 2024 Board Meeting, Director Kyle Weber seconded, Board voted unanimously.

2. Manager's Report:

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

- SVEC sent Dennis Flynn flowers
- TC Energy job completed
- Irrigation pumps disconnected

Continued Manager's Report:

- B. Operations Report, Dennis Reed:
 - California crew jobs
 - Oregon crew jobs
 - Outages & fires
 - Tools & trucks
 - Safety meeting
 - Trees

- C. Engineer, John Minto:
 - New Construction

- D. Member Services, DJ Northrup:
 - 2025 Washinton DC Youth Tour
 - Energy Efficiency
 - Irrigation Write-offs
 - Calendars

- E. Billing Administrator, Melissa Royce:
 - Billing
 - Pump books
 - Capital Credit general retirement checks
 - Prebill reports
 - Smart Hub/Autopay numbers

3. Member Discussion Period: None

4. Association Update: General Manager, Bradley A. Kresge shared he has an upcoming meeting with General Pacific.

5. Correspondence:

A. Thank you call from Marnell Baker.

6. Old Business: None

7. New Business:

A. Letter of Engagement from Auditors Moody, Mickelsen, Rowley, & Adamson, P.S. Director Craig Joiner made a motion to approve the Letter of Engagement from Auditors Moody, Mickelsen, Rowley & Adamson, P.S., Director John Erquiaga seconded, Board voted unanimously.

8. Policy Review: None

9. **Capital Credits:** Wes Cook made a motion to approve Capital Credits retirement of \$2,208.24 representing early discounted retirements of estates, member agreements, and/or those leaving the system. This amount comprises \$2,053.93 donated to the cooperative and \$154.31 appropriated to members. Kyle Weber seconded; motion passed.

There being no further business open session of the meeting was adjourned at 11:07 a.m.

*Open session was re-opened at 1:55 p.m. by Secretary, Raymond Cloud.

Director Craig Joiner made a motion to approve Board Resolution 24-07 Establishing Assistant General Manger Position & Search Committee, Director Wes Cook seconded, Board voted unanimously.

Secretary Raymond Cloud asked for a motion to adjourn the second part of open session at 1:58 p.m. Director Kyle Weber approved the motion for adjournment and Director Craig Joiner seconded, Board voted unanimously.

Closed Session

1. Approval of New & Cancelled Memberships: Approved by Craig Joiner/Wes Cook
2. Write Offs: Approved for \$233.80 by Wes Cook/Kyle Weber
3. Financials
4. Board Discussion

Sincerely,

Raymond J. Cloud, Secretary