

## **COCONINO PLATEAU WATER ADVISORY COUNCIL**

### **CPWAC BOARD/EXECUTIVE COMMITTEE MEETING MINUTES**

**Friday, April 25, 2014**

**LOCATION:** USGS Building #3, 2255 N. Gemini Drive, Flagstaff, AZ 86001

#### **1. Call to Order**

Chair Mandy Metzger called the meeting to order at approximately 9:00 A.M.

#### **PRESENT**

Mandy Metzger, Coconino County

John Martinez, City of Sedona

Greg Bryan, Town of Tusayan (teleconference)

Brenda Smith, US Fish & Wildlife

Deborah Tosline, Bureau of Reclamation

Mary Reece, Bureau of Reclamation

Leslie Meyers, Bureau of Reclamation

Ron Doba, CPWAC

#### **2. Approval of the Minutes from the 2/28/2014 CPWAC Board/Executive Committee Meeting**

Mayor Bryan made a motion to approve the minutes from the 2/28/2014

Board/Executive Committee meeting. The motion was seconded by John Martinez and carried.

#### **3. Consideration of CPWAC Bylaws Amendments**

Ron Doba explained the proposed modifications to the CPWAC bylaws that would replace the references to "members" in the bylaws with "participants" and specify that each participant is entitled to one vote. This action is for a recommendation to the CPWAC. John Martinez made a motion to make the proposed recommendation to the CPWAC. The motion was seconded by Mayor Bryan and carried.

#### **4. Consideration of Invoicing Procedure and Web site Hosting/Domain Fee Funding Source**

Ron proposed that the funding partners receive one invoice from the WAC and transfer the budgeted revenue amounts from the 501(c)(4) to the 501(c)(3) internally. The reason is that he anticipates the funding partners are only obtaining authorization for payment to one entity and the fact that there are two entities may cause complications on their end. The other recommendation is that all the web site fees be paid from the CPWAC. Previously the fees were budgeted from both organizations. Ron's concern is that a question could be raised by the IRS whether funding from the 501(c)(3) is being used to support the 501(c)(4) for any restricted purposes (lobbying). The amount is not significant, only about \$150 per year. The Board all agreed with the invoicing procedure and the payment for the web site fees. No formal action was taken.

**5. Financial Report**

Ron provided the detail balance sheet and the profit and loss report for the period ending March 31<sup>st</sup>.

**6. Adjournment**

The board meeting adjourned at approximately 9:10 A.M.