Regular Meeting Minutes
Salem Electric Board of Directors

26 November 2019  6:00 p.m.

1. **CALL TO ORDER:** The Salem Electric Board of Directors meeting was called to order by President Jeff Anderson. Directors present: Jeff Anderson, Dave Bauer, Joe Van Meter, Alicia Bonesteele*, Jerry Berger, Cindy Condon, and Jan Bargen. Staff members present: Tony Schacher, General Manager; JB Phillips, Engineering and Operations Manager; Chris Krieck, Administrative Services Manager; Britni Davidson, Member Services Manager; Michael Richman, IT Manager; and Cindy Lenker, Executive Assistant. (A list of the members, employees, and guests in attendance are in the Supplemental Minutes Book.)

*Bonesteele attended via conference call.

2. **APPEARANCE OF INTERESTED MEMBERS**

3. **MEETING AGENDA:** MOTION made by Berger, seconded by Bauer and carried unanimously to approve the Meeting Agenda as presented.

4. **CONSENT CALENDAR:** MOTION made by Van Meter, seconded by Bauer and carried unanimously to approve the Consent Calendar with the removal of Items 4D – Financial Report, 4F – Member Services Report, and 4G – Director Remunerations. Staff answered questions regarding the net margin and energy efficiency programs being eliminated in 2020. Questions were asked regarding board remunerations. Since the Policy Committee is already working on revisions to the Board Remunerations and Fee Policy, the committee will look into additional proposed changes to the policy.

5. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR:** MOTION made by Condon, seconded by Bargen and carried unanimously to approve Items 4D, 4F, and 4G.

6. **INFORMATION/ACTION ITEMS:**

   **Board Engagement Meeting Topics – Information:** Schacher reviewed the initial list of topics for the January 23, 2020 Board Engagement meeting. He asked the board to email additional topics they would like to have the board consider as discussion topics for the meeting to him by Friday, December 6. Staff will include the full list of topics in the December board packet for the board to review and prioritize.

   **Proposed 2020 Budget - Action:** MOTION was made by Van Meter, seconded by Bauer and carried with five in favor and two opposed to approve the budget as presented.

   **Member Document Request - Action:** MOTION made by Bauer, seconded by Van Meter and carried with five in favor and two opposed to approve a document request to provide access to the board minutes for the years 2009, 2010, 2011, 2012, and 2013 at a cost of $140 per year (payable in advance).

7. **MONTHLY REPORTS:**

   **Department Updates:** Member Services debuted the new Salem Electric logo, website (going live in December), and the new Info Bulletin format starting with the January 2020 edition. The IT Department is participating in NRECA’s new Cooperatives Cybersecurity Capabilities (RC3) program.
Manager’s Report: Schacher reported that the revised Service Policies including the newly approved Schedule of Charges are on SE’s website. He also reviewed BPA’s five-year timeline for upcoming contract negotiations as presented at the PPC and NRU meetings. The contract expires 2028, but BPA would like to have new contracts signed by 2025.

Strategic Planning Document Update: Schacher reviewed updates to the Strategic Planning Document.

Outside Meeting Reports: Condon reported on the NWPPA “Business of the Electric Utility” class. Several reported on the ORECA Annual Meeting and the helpful information provided in the parliamentarian class. In follow-up to the ORECA Co-op Luncheon, consensus was for the board president to send a thank-you letter to those representatives who attended (Post and Thatcher), and a letter to those who did not attend telling them they were missed.

8. APPEARANCE OF INTERESTED MEMBERS

9. NEW BUSINESS/GOOD OF THE ORDER: Condon said that last month’s motion to have staff research the feasibility of incentivizing electric landscape equipment should be expanded to include all gas-powered equipment where an electric powered option is available. Berger asked staff to review the information from the 2018 Board Engagement to determine if there were leftover topics as a result of that meeting that the board should consider for the 2020 meeting. Bargen asked if she could get a copy of the 2018 Board Engagement meeting recap in preparation for the upcoming meeting. Van Meter reminded the board that Salem Electric is the sponsor of the Keizer Holiday Lights Parade and encouraged everyone to attend.

10. ADJOURN: Meeting adjourned at 8:20 p.m.

____________________________________
Joe Van Meter, Secretary/Treasurer

Approved Pursuant to Board Action on

December 18, 2019

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Jeff Anderson, President
SALEM ELECTRIC BOARD MEETING AGENDA
6:00 p.m. Tuesday November 26, 2019

1. CALL TO ORDER
2. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
3. MEETING AGENDA (Approve)
4. CONSENT CALENDAR (Approve)
   A. Minutes of Prior Meetings
      October 22, 2019................................................................. 1-4
      October 22, 2019 Executive Session........................................... 5
   B. Acceptance of new members (233)
   C. Release of members no longer taking service (187)
   D. Financial Report ..............................................................6-15
   E. Engineering & Operations Report..........................................16-22
   F. Member Services Report .....................................................23-24
   G. Director Remuneration Forms..............................................25-34
5. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR (Approve)
6. INFORMATION/ACTION ITEMS
   Board Engagement Meeting Topics – Information (Schacher)............ 35
   Proposed 2020 Budget* – Action (Schacher)
   Member Document Request – Action (Schacher)..............................36-38
7. MONTHLY REPORTS
   Department Updates (Department Managers)
   Manager’s Report (Schacher)
   Strategic Planning Document Update (Schacher)
   Outside Meetings Reports (Directors)
8. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
9. NEW BUSINESS/GOOD OF THE ORDER
10. ADJOURN (Next Meeting: Wednesday, December 18 – 6:00 p.m.)

*Document located in Miscellaneous Section.