

**CORDOVA ELECTRIC COOPERATIVE
REGULAR MEETING AGENDA**

Wednesday, December 22, 2021

6:00 p.m.

Cordova Center Community Room A

1. CALL TO ORDER

2. ROLL CALL

3. MEMBERSHIP PARTICIPATION

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

- a. Minutes of November 15, 2021 Special Meeting3
- b. Minutes of November 17, 2021 Regular Meeting5
- c. Minutes of December 8, 2021 Special Meeting.....8
- d. Minutes of December 14, 2021 Special Meeting.....9

6. MANAGEMENT REPORTS

- a. CAT Relocation Project Update by Matt Boyd
- b. CEO Report.....10
 - Staff Strengths Report.....12
 - World Energy Council Speaker Invitation.....19
- c. Financial Reports20

7. NEW BUSINESS

- a. Policy Manual Update (Staff Presentation)30
- b. Purchase Order #2390 to ArKtiKa NTE \$2,50031
- c. Purchase Order #2388 to Professional Computer Solutions NTE \$44,00032
- d. Purchase Order #2389 to Mechanical Construction and Consulting, Inc NTE \$150,00033
- e. Legal Opinion on Close Relatives Serving on Nominating Committee35
- f. Policy 15J – Records Management Policy.....36
- g. 2022 Operating Budget53
- h. 2022 Capital Budget53
- i. 2021 Write-Offs72
- j. Board Attendance at APA Legislative Meeting.....73

8. UNFINISHED BUSINESS

9. INFORMATION ITEMS

- a. Board Directors, Officers, and Committees.....75
- b. Board Attendance at Regular Meetings76
- c. Ten Commandments for Cooperative Directors77

10. OTHER ITEMS

- a. Christmas Decorating Contest Judging Sheet.....84
- b. Policy Review (Policy Manual on DropBox)

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- Policy 19D – Employee Training Programs
- Policy 21E – Employees Expense Reimbursement

11. EXECUTIVE SESSION

12. PENDING AGENDA

- a. Pending Events Calendar85

13. SUMMARY OF BOARD DIRECTION TO CEO

14. BOARD COMMENTS

15. ADJOURNMENT

Alaska law sets forth the reason for holding an executive session. In moving for an executive session, the reason should be set forth in one of the motions as outlined:

1. **Financial:** I move that the Board go into executive session to discuss _____ (brief description of subject matter, i.e., status of labor negotiations, a potential property acquisition, etc.), the immediate knowledge of which would clearly have an adverse effect on the finances of the cooperative.
2. **Legal:** I move that the Board go into executive session to discuss with counsel _____ (brief description of subject matter, i.e., status of the lawsuit Smith v. Cooperative, proposed contract with Acme Corp., etc.) the immediate knowledge of which could have an adverse effect on the legal position of the cooperative.
3. **Personnel matters:** I move that the Board go into executive session to discuss a personnel matter involving _____ (brief description of subject matter, i.e., a recent employee discipline matter, the CEO's evaluation, a personnel policy violation, a new CEO contract, etc.)
4. **Prejudice Character:** I move that the Board go into executive session to discuss _____ (the letter from Martin Member, the article in the local paper regarding an employee, etc.), that could tend to prejudice the reputation and character of _____ (name of person). **NOTE:** This last motion requires that the person who is the subject of the executive session have the opportunity to request that the discussion take place in open session. The Board should consult with counsel before relying on this open meeting exception.