

**WAVERLY LIGHT AND POWER™
BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, August 7, 2012 – 6:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Drape, Knights, Koenig, and Suhr. WLP Presenters - Diane Johnson, Gen. Mgr.; Cara Jensen, Accounting Manager; Angie Schroeder, Office Manager; and Curt Atkins, Energy Services Manager.

Absent:

Linda Moeller.

(2) Agenda Management –

A motion (Koenig, Knights) approving the agenda was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Minutes of July 10, 2012, Regular Meeting-

A motion (Knights, Koenig) approving the minutes of the July 10, 2012, regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

- i. A motion (Knights, Koenig) to ratify the trade accounts without Wartburg, GMT, CUNA, and Ael Suhr Enterprises was made and passed with a unanimous vote.
- ii. A motion (Koenig, Suhr) to ratify the trade account for Wartburg was made and passed with a unanimous vote. Moeller absent.
- iii. A motion (Suhr, Knights) to ratify the trade account for CUNA was made and passed with a unanimous vote. Koenig abstained.
- iv. A motion (Koenig, Knights) to ratify the trade account for Ael Suhr Enterprises was made and passed with a unanimous vote. Suhr abstained.

B. Review Financials –

Financials were presented and discussed. Under Action Information Summary, the first sentence needs to be modified by changing the second June 2012 to June 2011. A motion (Suhr, Koenig) to accept the financials with the above modification was made and passed with a unanimous vote.

C. Internal Control Testing – Petty Cash -

A motion (Knights, Suhr) to approve the Internal Control Testing was made and passed with a unanimous vote.

D. Resolution #16-12 – Reimbursement Resolution –

A motion (Koenig, Knights) to approve Resolution #16-12 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Suhr, and Drape.

E. Resolution #17-12 – Financial Policies -

A motion (Koenig, Suhr) to approve Resolution #17-12 – Financial Policies – with some minor grammatical changes was made and passed unanimously with a roll call vote as follows: Koenig, Suhr, Knights, and Drape.

F. Resolution #18-12 – Personnel Policies and Procedures -

A motion (Knights, Suhr) to approve Resolution #18-12 – Personnel Policies and Procedures – with some minor grammatical changes and changing “speak to” to read “communicate with” was made and passed unanimously with a roll call vote as follows: Knights, Suhr, Drape, and Koenig.

G. Resolution #19-12 – Maintenance and Service Agreement -

A motion (Koenig, Knights) to approve Resolution #19-12 – Maintenance and Service Agreement – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Suhr, and Drape.

H. Resolution #20-12 – Engineering Services Agreement -

A motion (Suhr, Koenig) to approve Resolution #20-12 – Engineering Services Agreement – was made and passed unanimously with a roll call vote as follows: Suhr, Koenig, Drape, and Knights.

I. Resolution #21-12 – Energy Pioneer Solutions Utility Agreement -

A motion (Koenig, Knights) to table the item was made and approved unanimously.

J. Insurance Coverage and Deductibles -

A motion (Knights, Koenig) to approve the submitted coverage levels and a deductible of \$25,000 was made and approved unanimously.

(6) Information Items

A. Monthly Department Reports -

Reports from Finance, Outreach and Education, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, and Distribution and Transmission were provided to Board members for review.

B. Financial Forecast -

Board was in agreement with the direction staff is taking with the financial forecast.

(7) Board Calendar

No discussion.

(8) Discussion Items

A. Meeting Time -

The meeting time will start at 6:30 p.m. beginning with the next Board meeting.

(9) Other Business

None.

(10) Adjournment

Meeting was adjourned by Chairman Drape.


Chair

Dated August 7, 2012


Secretary

Dated August 7, 2012