

## **Notice of Member Meeting for Bi-County Water Supply Corporation**

The Annual Member Meeting for the Bi-County Water Supply Corporation will be held at the (home office at 4094 FM 2254 Pittsburg, TX 75686. The meeting will start at 5:30p.m. on February 12, 2019.. The purpose of the meeting will be to update the membership on the business affairs of the corporation and to conduct a director election unless the election is declared unopposed by a resolution of the board of directors.

Members may request that items be placed on the agenda by contacting the Corporation's office during regular business hours or sending an email to the corporation at [bicounty.answer.you@mail.com](mailto:bicounty.answer.you@mail.com) at least one week prior to the date of the meeting. No motions may be accepted, or action taken on issues brought up at the meeting from the floor. All action items must have been included in the Notice of the Annual Members Meeting posted 72 hours in advance of the meeting in accordance with the Texas Open Meetings Act.

The Corporation will mail to each member one official ballot regardless of the number of memberships they hold. Only the original official ballot mailed to the member or provided at the annual members meeting will be valid. If a member has lost their ballot, a replacement ballot will be issued to the member. The member must contact the Corporation at 903-856-5840 or by email at [bicounty.answer.you@mail.com](mailto:bicounty.answer.you@mail.com) to obtain an official replacement ballot. (Reproduced or copied ballots will not be accepted).

On the day of the election, members will check in with the **Independent Election Auditor** who will verify whether the member's official ballot has been received. If the member has not previously submitted a ballot, the member will be provided with a new official ballot. If the member has sent in their ballot but the Corporation has not received the ballot the member will be provided with a new official ballot. Members will receive one ballot no matter how many memberships they hold. The member's name on the ballot must match their application for service name.

1. Presiding director calls the meeting to order at 5:30 p.m.
2. Presiding director allows candidates to present their credentials (if applicable, not required)
3. Presiding director makes a last call for submission of official ballots.
4. Presiding director announces the total number of members present as of 5:30 p.m. at the meeting and the total number of ballots received prior to the meeting. Presiding director will then announce that a quorum of the membership is present and that the meeting may proceed. The **Independent Election Auditor** will begin counting the official ballots.
5. Read and approve the previous Member Meeting minutes.

6. Update reports
  - a. Report of board president or presiding director
  - b. Report of Corporation manager
  - c. Auditor's report on system finances
  - d. Engineer's report on projects
  - e. Operator's report on system's operations and concerns
  - f. Regulatory report by \_\_\_\_\_ representative
  
7. Election Results
  - a. **Independent Election Auditor** provides the presiding director with a written report of the election results for director positions, amendments to Bylaws; and any other proposition voted on by the members.
  - b. Presiding director announces election results and reads resolution declaring election of unopposed candidates (if applicable).
  - c. Presiding director introduces newly elected directors and if no objections, declares them as board members to assume the position of directors immediately.
  - d. Comments from the newly elected directors.
  
8. Closing comments by presiding director.
  
9. Meeting is adjourned.

After adjournment of the annual members meeting and director election, the board of directors shall hold its first regular board meeting to elect new officers. At this meeting, the board may designate which directors will have the authority to sign checks on behalf of the Corporation, if not otherwise designated in the Corporation Bylaws. Additionally, the board may consider this the first board business meeting and discuss new and old business or other items as specified in the agenda notice of the directors meeting which is compliant with the Texas Open Meetings Act.