**DRAFT Minutes of**

**Regular Business Meeting**

**Texas Alliance of Groundwater Districts**

**August 20, 2024**

**Hyatt Regency Hill Country Resort, San Antonio, TX**

These minutes are a record of the items discussed, including motions on any matters that involve the Texas Alliance of Groundwater Districts (TAGD) Membership. The minutes mostly follow the order on the previously distributed agenda, but may not have been discussed in that order, as noted in the minutes.

1. **Call to Order.** President David Bailey called the meeting to order at 9:31AM. He provided a brief overview of the meeting objectives. Dirk Aaron was asked to provide the invocation.
2. **Roll Call.** Secretary Stephanie Keith conducted the roll call, confirming the attendance of 63 members, which established a quorum necessary for conducting official business. A list of districts present at roll call is attached to these minutes.
3. **Membership Update and Announcement of New Members.** President David Bailey announced that we currently have 90 GCD members and 45 associate members. New members include Red Sand Groundwater Conservation District and EcoKai. First time summit attendees were also recognized.
4. **Discussion and Possible Action on Minutes of Prior Meeting.** David Bailey presented the minutes from the June Regular Business Meeting and asked for any changes or discussion. Alan Day motioned to approve the minutes as presented and Gary Westbrook seconded the motion. The motion carried unanimously.
5. **Discussion and Possible Action on FY24 Q3 Finances.** Treasurer Janet Guthrie presented the FY24 Q3 financial report to the membership, expressing her gratitude to the finance and budget committee members. She briefly outlined the budget and finance review process, noting that all relevant documents are available online. The current income figures stand at 101.64% of the projected values, with most of the Summit revenue included. As of the end of Q3, 63.58% of the budget has been expended, with several Summit-related expenses still pending.

David Bailey invited comments or discussion. Dirk Aaron moved to approve the FY24 Q3 financials as presented, and Kathy Turner Jones seconded the motion. The motion passed unanimously.

1. **Discussion and Possible Action on FY25 Budget.** Treasurer Janet Guthrie presented the proposed FY25 Budget to the membership. Janet clarified a point from the June Business Meeting regarding the proposed changes to associate and district membership dues. Specifically, the motion and vote at that meeting addressed only the district membership dues, and did not include changes to associate membership dues. The proposed FY25 budget reflects adjustments based on historical and projected year-to-date values for both current and future memberships. Janet reminded the membership that the dues increase will affect only the higher-tiered district members.

Janet then discussed the increased financial stability of TAGD, and the importance of the Summit event as a major source of income. She continued to present a comparative view of FY24 budget to the proposed FY25 budget, and noted the budget was approved by both the Finance and Budget Committee and Executive Committee. Total income is increasing to $489,250 and total expenses are increasing to $489,217. Noted items were the remaining staff retention bonuses, previously approved by membership, and a $22,000 salary increase for staff. An increase of $8,900 in the Executive Director salary line item was also noted for a potential salary increase, following a performance evaluation and approval by the Executive Committee. The retention bonuses are not part of the normal operating budget and will be withdrawn from reserves.

David Bailey invited questions and discussion. One member asked if there was an established goal or target amount for the reserve fund. Amber Blount answered that the previously set goal is to maintain a reserve equal to one year of operating expenses. Gary Westbrook motioned to approve the FY25 budget as presented. Alan Day seconded the motion. The motion carried unanimously.

1. **Office and Committee Reports.** TAGD Executive Director Adam Foster began his report by expressing appreciation for the dedicated efforts of the staff and the Summit planning committee. He noted that the 2024 Summit has attracted over 100 new participants and anticipates that the Summit's income will exceed projections. He also mentioned that the HR webinar series, co-hosted with the Texas Groundwater Association, will resume in the coming weeks. Cybersecurity training is due by August 31, 2024, with 364 participants from 70 different districts having completed the training so far.

Adam continues to be involved in the Water Data Initiative and serves as a member on the Water Conservation Advisory Council, with Julia Stanford as the alternate member. He is also now a member of the Texas Groundwater Protection Committee and participates in the TWCA Legislative Committee. Additionally, Foster reminded members that TAGD membership renewals will be sent out on October 1, 2024.

**Committee Reports:**

* Executive Committee - David Bailey noted that the Executive Committee had met previously with regards to the FY25 budget. Bailey noted that a sponsored leadership retreat is planned for October for the Finance and Budget Committee and the Executive Committee.
* Legislative Committee – Doug Shaw explained that TWCA is hosting upcoming legislative committee meetings. Shaw requested members to review the TWBD proposed amendments to Ch. 356 for discussion purposes, and to sign up for TAGD Legislative Committee subcommittees of interest.
* Finance & Budget Committee - Janet Guthrie had no updates, but asked the membership to communicate any concerns, requests, or ideas to the appropriate TAGD Area Representative for discussion at the upcoming leadership retreat.
* Bylaws Committee - Kelley Cochran had no updates.
* Information & Education - Stephanie Keith provided a brief report, stating that the subcommittees will continue working on the updated publications soon.
1. **GMA and Member Updates.** President David Bailey invited the GMA representatives to provide updates. Bailey provided updates and highlights within the membership.
2. **Other TAGD Business**. David Bailey announced that the 2025 Business Meeting dates have been approved by the Executive Committee. The meetings will be held at the Courtyard by Marriott in Pflugerville, Texas, on January 15-16, 2025, and June 10-11, 2025. Adam Foster extended his thanks to the TAGD Conference Planning Committee. Gary Westbrook encouraged TAGD members to reach out to staff for additional event support and recognized past General Manager Scott Holland, who was in attendance. Julia Stanford acknowledged the presence of Honorary TAGD Members Greg Singleman and Ron Fiesler.

Dirk Aaron made a motion to nominate Layne Marlow for Honorary TAGD Membership, which was seconded by Amber Blount. The motion was unanimously approved by the membership. Following the vote, David Bailey adjourned the meeting at 10:25 AM.

Prepared and submitted by Adam Foster, Executive Director, and Stephanie Keith, Secretary.

Approved by the members on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025.

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**David Bailey, President Stephanie Keith, Secretary**

**Attachment 1**

**Voting Districts Present at Roll Call – August 20, 2024**

1 Bandera County River Authority and Groundwater District

2 Barton Springs Edwards Aquifer Conservation District

3 Blanco-Pedernales Groundwater Conservation District

4 Bluebonnet Groundwater Conservation District

5 Brazoria County Groundwater Conservation District

6 Brazos Valley Groundwater Conservation District

7 Brush Country Groundwater Conservation District

8 Central Texas Groundwater Conservation District

9 Clearwater Underground Water Conservation District

10 Coastal Bend Groundwater Conservation District

11 Coastal Plains Groundwater Conservation District

12 Coke County Underground Water Conservation District

13 Cow Creek Groundwater Conservation District

14 Crockett County Groundwater Conservation District

15 Duval County Groundwater Conservation District

16 Evergreen Underground Water Conservation District

17 Fayette County Groundwater Conservation District

18 Gateway Groundwater Conservation District

19 Glasscock Groundwater Conservation District

20 Gonzales County Underground Water Conservation District

21 Guadalupe County Groundwater Conservation District

22 Headwaters Groundwater Conservation District

23 Hemphill County Underground Water Conservation District

24 High Plains Underground Water Conservation District No. 1

25 Hill Country Underground Water Conservation District

26 Irion County Water Conservation District

27 Kenedy County Groundwater Conservation District

28 Kimble County Groundwater Conservation District

29 Kinney County Groundwater Conservation District

30 Lipan-Kickapoo Water Conservation District

31 Lone Star Groundwater Conservation District

32 Lower Trinity Groundwater Conservation District\* (John Martin)

33 Medina County Groundwater Conservation District

34 Menard County Underground Water District

35 Mesa Underground Water Conservation District

36 Mesquite Groundwater Conservation District

37 Mid-East Texas Groundwater Conservation District

38 Middle Pecos Groundwater Conservation District

39 Middle Trinity Groundwater Conservation District

40 Neches and Trinity Valleys Groundwater Conservation District

41 North Plains Groundwater Conservation District

42 Panhandle Groundwater Conservation District

43 Panola County Groundwater Conservation District

44 Pecan Valley Groundwater Conservation District

45 Permian Basin Underground Water Conservation District

46 Plum Creek Conservation District

47 Post Oak Savannah Groundwater Conservation District

48 Prairielands Groundwater Conservation District

49 Presidio County Underground Water Conservation District

50 Red Sands Groundwater Conservation District

51 Reeves County Groundwater Conservation District

52 Rolling Plains Groundwater Conservation District

53 Rusk County Groundwater Conservation District

54 Sandy Land Underground Water Conservation District

55 Santa Rita Underground Water Conservation District

56 South Plains Underground Water Conservation District

57 Southeast Texas Groundwater Conservation District

58 Southwestern Travis County Groundwater Conservation District

59 Sterling County Underground Water Conservation District

60 Sutton County Underground Water Conservation District

61 Upper Trinity Groundwater Conservation District

62 Uvalde County Underground Water Conservation District

63 Wintergarden Groundwater Conservation District