

**CLAIBORNE ELECTRIC COOPERATIVE, INC.**  
**BOARD CONFERENCE CALL MINUTES**  
**MARCH 31, 2020**

- ❖ **Call to Order** – Mr. Elkins called the meeting to order at 6:30 pm.
- ❖ **Invocation** – Dr. Fincher offered an invocation on behalf of the group.
- ❖ **Attendance**
  - Hez Elkins, President
  - Richard Noles, Secretary/Treasurer
  - Phillip Fincher
  - Rand Killgore
  - Lane Davidson
  - Scott Jones
  - Leroy Perritt
  - Butch Sensley
  - Others in attendance
    - Mark Brown, CEO
    - Bill Dye, CFO
    - Paul E. Kitchens, Corporate Counsel
    - Lisa Ledbetter, Administrative Assistant
- ❖ **Request for Items to be Added to the Agenda** – No items were added to the agenda.
- ❖ **Consent Agenda** – Mr. Elkins entertained a motion by Mr. Davidson that was seconded by Mr. Sensley to approve the Consent Agenda as presented. The motion carried unanimously.
  - Approve February 25<sup>th</sup>, 2020 Regular Meeting Minutes
  - Approve Expense Reports
  - Accept New Members
  - Approve Capital Credits – Withhold payments for Odis Simmons and Nelda Hart while we await further information.
  - Approve Monthly Loss Control & Safety Report
  - Approve Homer & Farmerville Operations Report
- ❖ **Attorney Report** – Mr. Kitchens made a brief report on the legal matters currently facing the Cooperative. Mr. Kitchens report was then approved on a motion made by Mr. Noles and seconded by Mr. Perritt.
- ❖ **ALEC Report** – Mr. Davidson stated all meetings of ALEC have been cancelled at this time. He stated the ALEC office is open from 9am to 3pm. Mr. Davidson reported the passing of Ms. Tracy Duvall on March 19<sup>th</sup>. His report was approved on a motion made by Mr. Sensley that was seconded by Mr. Killgore.

- ❖ **1803 Power Supply Cooperative** – Dr. Fincher stated the 1803 has not met due to the corona virus. He indicated that the contract for our power supply is currently under review as is a separate agreement related to the financing of the organization. His report was approved on a motion made by Mr. Davidson and seconded by Mr. Perritt.
  
- ❖ **Financial Report** – Mr. Dye made his monthly financial report.
  - February 2020 Financial Report – This report was approved on a motion made by Mr. Killgore and seconded by Mr. Davidson.
  - Capital Credit Refund Report – Mr. Dye reported that just over \$800,000 in capital credits had been issued in the form of billing credits to current members or checks written to former members of the Cooperative. He also reported that a significant number of members provided us with no forwarding addresses. If they remain unreachable, their refund will go into the Cooperative’s college scholarship fund.
  - Write-Off Report – 101 accounts in the amount of \$10,209.12. Nearly half of this amount will be offset by accrued but unpaid capital credits on these accounts. This report was approved on a motion made by Mr. Sensley and seconded by Mr. Noles.
  - Operation Round-Up Report – Mr. Dye made his quarterly report on the activities of the Operation Round Up Trust. During the first quarter of 2020, the Trust Board issued grants totaling \$38,890.34. Since the inception of this program, the Operation Round Up Trust has granted over \$1.6M to needy organizations and individuals from across our service territory.
  
- ❖ **CEO’s Report** – Mr. Brown made a brief report on the following topics as they relate to the Cooperative’s response to the COVID-19 crisis and those reports were approved on a motion made by Mr. Killgore and seconded by Mr. Davidson:
  - HQ and Branch Office Functions
  - Operations and Maintenance Department
  - Contractors
  - New “Normal”
  - Billing Issues
  - Board Meetings
  
- ❖ **Approve Meeting Expenses** – Mr. Elkins then accepted a motion made by Mr. Noles and seconded by Mr. Perritt to approve the expenses associated with this meeting. The motion carried.
  
- ❖ **Confirm Next Meeting Date** – Mr. Elkins confirmed the date of our next Board meeting.  
*Regular Board Meeting, Tuesday, April 28<sup>th</sup>, 2020 via conference call at 6:30 pm*
  
- ❖ **Adjourn** – The meeting was then adjourned upon a motion made by Mr. Davidson and seconded by Mr. Killgore.

The minutes above were approved by the board of directors during its regularly scheduled meeting held on April 28, 2020.

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Hez Elkins, President

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Richard Noles, Secretary -Treasurer