

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)  
16925 STATE HIGHWAY 12  
CUCHARA, COLORADO 81055  
Work Session- Special Meeting Minutes of the Board of Directors  
C.R.S. Section 32-1-903  
September 22<sup>nd</sup>, 2023

1. **CALL TO ORDER:**

Larry Dasenbrock opened the meeting at 9:00 am.

2. **ROLL CALL:**

LARRY DASENBROCK: Present

JAMES ALT: Present

RONALD BARBEE: Present

CHRIS SMITH: Present

STEVEN DAVIS: Present

**Staff present:** Terry Sykes, Julia ShROUT & Kristan Lowe

**Visitors present:** None


3. **Banking Responsibilities – Resolution 2023-04, Cucharas Sanitation & Water District First National Bank in Trinidad**

- Board members determined staff member roles and responsibilities for banking activities at First National Bank in Trinidad. Julia ShROUT Business Administrator will follow up with Kyla Clark, Compliance Officer at FNBT to request a 4<sup>th</sup> fob for Kristan Lowe's read only access for IBank Pro. The board reviewed the Resolution 2023-04 draft. They have agreed to approve Terry Sykes, General Manager and Julia ShROUT, Business Administrator to *prepare* ACH transfers to and from CSWD bank accounts to and from customers, vendor and employees' personal bank accounts. Board members approved Terry Sykes, General Manager permission to obtain a FOB for online banking access. The Board approved **all** board members, Larry Dasenbrock: CSWD Board President, Chris Smith: CSWD Board Vice President, Steven Davis: CSWD Board Secretary, Jim Alt: CSWD Treasurer and Ron Barbee: CSWD Board Director at Large permission to sign checks written from all of the FNBT accounts. *Lastly, Board members agreed to remove the previous Business Administrator, Shaylee Andreatta from all banking activities.* This resolution shall remain in effect until it is superseded.

**Chris Smith made a motion to approve Resolution 2023-04, Cucharas Sanitation & Water District First National Bank in Trinidad Account Responsibilities as discussed. Steven Davis seconded the motion. All in favor. Motion carried, 5/0.**

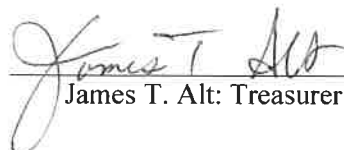
4. **Adjournment:**

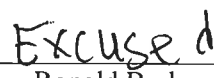
Steven Davis made a motion to adjourn today's meeting at 9:31 am. Chris Smith seconded the motion. All in favor. Motion carried, 5/0.

  
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Larry Dasenbrock: President

  
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Chris Smith: Vice-President

  
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Steven Davis: Secretary

  
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James T. Alt: Treasurer

  
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Ronald Barbee: Director