

WINKLER WATER SUPPLY CORPORATION

Office Address (in Rustling Oaks)

2038 Loper Drive

Streetman, Texas 75859-7252

Email: winklerwater@windstream.net

Telephone: (903)599-9096

Facsimile: (903) 599-2190

www.winklerwater.com

Annual Management Report

In Lieu of

Water Programs Audit

FY 2018

United States Department of Agriculture – Rural Development - Nondiscrimination Statement

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-941;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov

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Form RD 442-3
(Rev. 3-97)

Name WINKLER WATER SUPPLY CORPORATION

Address 2038 LOPER DRIVE
STREETMAN, TX 75859

BALANCE SHEET

	12-31-2018			12-31-2017		
	Month	Day	Year	Month	Day	Year
ASSETS						
<u>CURRENT ASSETS</u>						
1. Cash on hand in Banks						
2. Time deposits and short-term investments						
3. Accounts receivable						
4. Less: Allowance for doubtful accounts						
5. Inventories						
6. Prepayments						
7. Work-in-Progress						
8.						
9. Total Current Assets (Add 1 through 8)						
<u>FIXED ASSETS</u>						
10. Land						
11. Buildings						
12. Furniture and equipment						
13. Tanks, pumps, valves, distri lines						
14. Less: Accumulated depreciation						
15. Net Total Fixed Assets (Add 10 through 14)						
<u>OTHER ASSETS</u>						
16.						
17.						
18. Total Assets (Add 9, 15, 16 and 17)						
LIABILITIES AND EQUITIES						
<u>CURRENT LIABILITIES</u>						
19. Accounts payable						
20. Notes payable						
21. Current portion of USDA note						
22. Customer deposits						
23. Taxes payable						
24. Interest payable						
25. Accrued Expenses						
26. TCEQ assessments						
27. Total Current Liabilities (Add 19 through 26)						
<u>LONG-TERM LIABILITIES</u>						
28. Notes payable USDA						
29. Membership Fee Liability						
30. Deferred Revenue						
31. Total Long-Term Liabilities (Add 28 through 30)						
32. Total Liabilities (Add 27 and 31)						
<u>EQUITY</u>						
33. Retained earnings						
34. Memberships						
35. Total Equity (Add lines 33 and 34)						
36. Total Liabilities and Equity (Add lines 32 and 35)						

CERTIFIED CORRECT

Date

3/19/19

Appropriate Official (Signature)

Elizabeth A. Miteay

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0015. The time required to complete this information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

UNITED STATES DEPARTMENT OF AGRICULTURE
STATEMENT OF BUDGET, INCOME AND EQUITY

Schedule 1

Name **WINKLER WATER SUPPLY CORPORATION**

Address **2038 LOPER DR
STREETMAN, TX 75859**

(1) <u>OPERATING INCOME</u>	11/2017 12/31/2017 PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 01-01-2018 END 12-31-2018 (3)	For the 01-01-2018 Months Ended 12-31-2018		
			CURRENT YEAR		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. <u>Water sales</u>	284,540	288,800		286,493	2,307
2. <u>Connection Fees</u>	6,728	5,925		6,470	-545
3. <u>Penalty Fees</u>	4,482	4,000		3,658	342
4. <u>Other Fees</u>	3,515			3,358	-3,358
5. <u>Miscellaneous</u>		2,100			2,100
6. <u>Less: Allowances and Deductions</u>					0
7. <u>Total Operating Income</u> (Add lines 1 through 6)	299,265	300,825	0	299,979	846
<u>OPERATING EXPENSES</u>					
8. <u>Admin/Insr</u>	38,615	44,611		49,871	-5,260
9. <u>Contract Labor</u>	66,179	67,063		66,677	386
10. <u>Plant Supplies</u>	11,200	12,000		8,809	3,191
11. <u>Repairs/Maint.</u>	47,414	33,516		38,063	-4,547
12. <u>Utilities</u>	16,384	16,840		17,159	-319
13. <u>Raw Water Cost</u>	34,319	30,672		27,404	3,268
14. <u>Misc</u>	754			0	0
15. <u>Interest</u>	24,547	24,700		24,104	596
16. <u>Depreciation</u>	66,531	72,007		70,351	1,656
17. <u>Total Operating Expense</u> (Add Lines 8 through 16)	305,941	301,409	0	302,439	-1,030
18. <u>NET OPERATING INCOME (LOSS)</u> (Line 7 less 17)	-6,676	-584	0	-2,460	1,876
<u>NONOPERATING INCOME</u>					
19. <u>Interest</u>	737	650		2,224	-1,574
20. <u>Other</u>	10,652			786	-786
21. <u>Total Nonoperating Income</u> (Add 19 and 20)	11,389	650	0	3,010	-2,360
22. <u>NET INCOME (LOSS)</u> (Add lines 18 and 21)	4,713	66	0	550	-484
23. <u>Equity Beginning of Period</u>	1,401,755	1,410,469		1,420,136	-9,667
24. <u>Equity buy-ins</u>	13,668	10,182		13,714	-3,532
25. <u>Atrazine</u>				28,198	-28,198
26. <u>Equity End of Period</u> (Add lines 22 through 25)	1,420,135	1,420,717	0	1,462,598	-41,881

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

Elizabeth Murray
Secretary

3/19/19
Date

N/A
Appropriate Official

N/A
Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 2-1.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SUPPLEMENTAL DATAThe Following Data Should Be Supplied Where Applicable1. ALL BORROWERS

a. Are deposited funds in institutions insured by the Federal Government?

b. Are you exempt from Federal Income Tax?

c. Are Local, State and Federal Taxes paid current?

d. Is corporate status in good standing with State?

e. List kinds and amounts of insurance and fidelity bond: Complete Only when submitting annual budget information:Insurance Coverage
and Policy NumberInsurance Company
and AddressAmount of
CoverageExpiration
Date of Policy

Property Insurance

Policy # _____

Liability

Policy # _____

Fidelity

Policy # _____

Circle One

☒ Yes ☐ No☒ Yes ☐ No☒ Yes ☐ No☒ Yes ☐ NoSEE
ATTACHED2. RECREATION AND GRAZING ASSOCIATION BORROWERS ONLYCurrent QuarterYear to Date

a. Number of Members

3. WATER AND/OR SEWER UTILITY BORROWERS ONLY

a. Water purchased or produced (CU FT - GAL.)

b. Water sold (CU FT - GAL.)

c. Treated waste (CU FT - GAL.)

d. Number of users - water

e. Number of users - sewer

gal.

24,745,500 gal.

gal.

16,111,700 gal.

gal.

gal.

353

0

4. OTHER UTILITIES

a. Number of users

b. Product purchased

c. Product sold

5. HEALTH CARE BORROWERS ONLY

a. Number of beds

b. Patient days of care

c. Percentage of occupancy

d. Number of outpatient visits

-2147483648 % -2147483648 %

6. DISTRIBUTION OF ALL CASH AND INVESTMENTS*

Indicate balances in the following accounts:

	<u>Construction</u>	<u>Revenue</u>	<u>Debt Service</u>	<u>Operation & Maintenance</u>	<u>Reserve</u>	<u>All Others</u>	<u>Grand Total</u>
Cash	\$ 201,210	\$ 68,128	\$ 34,174	\$ 96,464	\$ 28,668	\$ _____	\$ 428,645
Savings	\$ 149,423	\$ _____	\$ 19,481	\$ 44,203	\$ 50,850	\$ _____	\$ 263,956
and Investments							
Total	\$ 350,633	\$ 68,128	\$ 53,654	\$ 140,667	\$ 79,519	\$ 0	\$ 692,601

7. AGE ACCOUNTS RECEIVABLE AS FOLLOWS:

	<u>Days</u>				<u>*Total</u>
	<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91 and Older</u>	
Dollar Values	\$ 18,308	\$ 843	\$ 50	\$ 1,034	\$ 20,235
Number of Accounts	326	21	2	4	353

*Totals must agree with those on Balance Sheet.

FY Ending: 12/31/2018

Winkler Water Supply Corporation
2038 Loper Drive
Streetman, TX 75859
903-599-9096 (Voice)
903-599-2190 (Fax)

winklerwater@windstream.net

www.winklerwater.com

1. Board of Directors:

Board of Directors	Name	Address	City, Zip	Telephone	Term of Office
President	Glenn E. Walser	6010 OPEN WATER WAY	STREETMAN TX 75859	(903) 599-2154	Expires 3/2021
V-President	Bob Cornish	4008 OPEN WATER WAY	STREETMAN TX 75859	(501) 672-8046	Expires 3/2021
Sec/Treas	Elizabeth Metcalf	13022 RUDYS WAY	STREETMAN TX 75859	(903) 599-3085	Expires 3/2020
Director	Barbara Kubinski	6008 OPEN WATER WAY	STREETMAN TX 75859	(817) 795-5198	Expires 3/2021
Director	Lisa Tynes	5035 LOPER CIR	STREETMAN TX 75859	(817) 271-7594	Expires 3/2021

2. Insurance Coverage - Declaration Pages are attached.

Type of Insurance	Insurance Company	Policy No.	Amount of Coverage	Expiration Date	Producer: AIA Insurance Company	City	State	Zipcode
PROPERTY-Blanket Special Form w/Cov	Allied World Insurance Company	5105-1613-03 EXT/B&M/Flood/RC/EQ	\$ 1,234,000	5/26/2019	PO BOX 2143	DENTON	TX	76202
GENERAL LIABILITY-Commercial/Mgmt/Cyber	Allied World Insurance Company	5105-1613-03 w/EPLI-EBL included	\$ 3,000,000	5/26/2019	PO BOX 2143	DENTON	TX	76202
AUTOMOBILE-Commercial	Allied World Insurance Company	5105-1613-03	\$ 1,000,000	5/26/2019	PO BOX 2143	DENTON	TX	76202
UMBRELLA-EXCESS LIABILITY	Allied World Insurance Company	5107-1613-03	\$ 2,000,000	5/26/2019	PO BOX 2143	DENTON	TX	76202
WORKERS COMP & EMPLOYER LIAB.	Texas Mutual Insurance	128148	\$ 1,000,000	5/26/2019	PO BOX 2143	DENTON	TX	76202

3. Date of Last Annual Meeting: 3/20/2018 The minutes will be approved at the 2019 Annual Meeting in March 2019

4. Certificate of Convenience and Necessity No.: 10754

5. Does the Corporation have a tariff filed with PUCT? YES

6. Reserve Account: Balance \$34,174 for USDA debt service

7. Name of Operator: Larry Long Since : 2003

8. Class of Certificate Held: Class B Surface Water Treatment

9. Date of Last Chemical Analysis of Water: June 2018

10. No. of Residential/Commercial Users with 3/4 inch meters: 350

No. of Commercial Users with larger than 3/4 inch meters: 3

353

11: Water Rates

	0	gallons for	\$	45.00	(minimum Bill)
next	15,000	gallons for	\$	5.25	per thousand gallons
next	15,000	gallons for	\$	5.75	per thousand gallons
next	any add'l	gallons for	\$	6.25	per thousand gallons

12. Water information

Gallons Produced:	0
Gallons Purchased:	24,745,500
Gallons Sold:	16,111,740
% of Water Loss	4.60%
Ave/Gallons per Meter	3,804
Ave/Bill per Meter \$	67.63

PLEASE NOTE: Winkler Water Supply does NOT have any sewer connections.

**Winkler Water Supply Corporation
2038 Loper Drive
Streetman, TX 75859**

**Minutes of 2018 Annual Member Meeting
MARCH 20, 2018**

1. Call to order

The 2018 Winkler Water Supply Corporation (WWSC) Annual Member Meeting was held on March 20, 2018 at the Southern Oaks Fire Station. President Daun Cantrell called the meeting to order at 7:04 p.m.

Attendees:

Daun Cantrell, President
Bill Carson, Vice President
Betsy Metcalf, Secretary/Treasurer
Lisa Tynes, Director
Bob Cornish, Director
Tommy Tompkins, Member and 2018 Election Auditor
Donna Hill, Member
Tom Hill, Member
Barbara Kubinski, Member
Wanza Lopez, Member and Meter Reader
Glenn Walser, Member
Larry Long, System Operator and Member
Eileen Suggs, Office Administrator

2. Verification of quorum

Daun Cantrell announced there was a quorum and the meeting could proceed. There were 13 members (including Directors) present. She thanked Tommy Tompkins for being will to serve as the Election Auditor and announced the time for voting was closed. The Election Auditor began counting the ballots.

3. Reading and approval of the 2017 Annual Members Meeting minutes

Daun Cantrell noted the Minutes of the 2017 Annual Members Meeting were emailed to the Directors before the meeting. Copies were available if members in the audience wished to review them or have them read aloud. Betsy Metcalf made a motion that the minutes be accepted as distributed. Janet Watkins seconded it, and the motion passed.

4. Update reports

a. Report of the Board President – Daun Cantrell

- WWSC is 50 years old. It was created in 1968 and got its water from wells. The first surface water treatment plant was created in 1997 and Tarrant Regional Water District (TRWD) charged WWSC \$0.64 per 1,000 gallons pumped from Richland Chambers Reservoir. They currently charged us \$1.26 per 1,000 gallons.
- After 2000, WWSC needed a plant expansion and line extensions/replacements. It obtained a loan of \$688,000 from the United States Department of Agriculture (USDA).
- In 2013 a new a new raw water intake line and larger pumps were installed as a part of the South Point construction.
- Even though expansions and repairs have been made, the President noted that WWSC does have quite a bit of infrastructure that is 50 years old or almost 50 years old. The Directors are aware that maintenance and repair expenses will increase as these assets age.
- In 2017 WWSC increased its voting membership by ten. Voting memberships is not the same as number of meters/connections. WWSC members get only one vote even if they own more than one meter/connection. There are currently 327 voting members. There were 14 transfer of memberships during the year.
- The percent of water loss for 2017 (5.3%) was a little higher than in 2016 (4.27%). The water loss amount does not include flushing – whether inside or outside of the treatment plant. The water loss is for gallons lost due to leaks, malfunctioning meters and unknown causes. WWSC has to flush water both inside and out of the plant. Adding the flushing needed to operate the plant and to clean out the water lines to the water loss from unknown causes equals about 33% of the water pumped for 2017 and did not generate revenue.
- Total water sales have been basically flat for the past several years. Gallons sold were down 2% from 2016.
- Income was up approximated \$5K in 2017 but most of that was came from fees for Customer Service Inspections, priority mailings for lock notices and other items that reimburse WWSC for expenses incurred on behalf of members.

- Net income was negative 5 out of 12 months in 2017 but the Net income at year-end was \$4,712.55.
- Total expenses of \$299,943 were down approximately 2% from 2016.
- The base rate of \$45 per month even if no water has been used has not been increased since 2011. In the past, Directors have opted to maintain rates at a certain level over several years rather than incrementally raise rates each year. Future Directors may find it more practical to have smaller rate increases every year or so.
- The last time WWSC changed the amount charged for water usage was in 2007. Future boards may need to raise these rates in order to cover all operating expenses with operating income. Funds generated by membership fees and equity buy-in fees can not be used to offset losses when operating expenses are greater than operating income.
- In 2010 state regulators decided utilities could no longer charge a higher per gallon rate to commercial customers than to residential customers. Until then WWSC had charged commercial customers more than residential customers.
- The equity buy-in fee for 2018 is estimated to be \$1720.00. The amount is generated by a formula as outlined in the WWSC Tariff. This fee is charged to new members who want a meter on property that has never had a WWSC meter before. Its purpose is to bring new members in parity with existing members. The funds from this fee must be used for construction and expansions. The funds are not to be used as cash for operations. Water rates and other fees must generate the funds to cover operations.
- In order to access the status of WWSC's aging infrastructure, the Board hired J. Fontaine & Associates to perform a Hydraulic Pressure Study. This will be completed in 2018. This study should discover if there are any weaknesses in our system and whether they have to be fixed immediately or can be addressed as part of a 20-year strategic plan.
- WWSC did not receive any water safety violations in 2017, although there were a couple of late reports that caused reporting violations.
- In the past the annual Consumer Confidence Report was mailed to members at the end of June each year. According to the Texas Commission for Environmental Quality (TCEQ), WWSC can now post the report on its website: www.winklerwater.com. The title is also being changed to **Water Quality Report** and by using the website it is available all year.

- The website also enabled WWSC to begin accepting credit card payments. Customers pay an additional fee for the service but this fee goes to the credit card processor. WWSC does not make any money on credit cards. Customers can sign up to pay their water bill with automatic bank drafts. There are no additional fees for bank drafts and WWSC currently has 105 customers using this option.
- Both the state and federal governments now permit water supply corporations to use their website as the primary mechanism for transparency and communicating with members.
- WWSC has implemented or completed several maintenance projects: storage tanks cleaning and repair, backwash pond cleanup and brush removal, replaced the buoy at the raw water intake site, installed 2 flush valves in Rustling Oaks to offset problems caused by looped water lines, and repaired the SCADA system after it was damaged by lightning.
- As noted at the 2017 Annual Member Meeting, TCEQ issued alleged violations to WWSC regarding the backwash pond and a backup generator. After spending approximately \$100,000 these issues have been addressed and the projects completed. The President noted the emergency generator will pump treated water if electrical service is interrupted. TCEQ did not require additional generators be installed that could pump raw water, treat it and distribute it as in normal operations.
- Tarrant Regional Water District (TRWD) and WWSC renegotiated the contract permitting WWSC to pump water from Richland Chambers Reservoir. TRWD was going to begin charging their customers – including WWSC – for the minimum amount of water that each contract stipulated – whether the water was pumped or not. In the past WWSC never used the minimum amount required in our contract but TRWD did not charge us for the water not used. TRWD indicated it would start enforcing the contract minimum in 2018 and offered to decrease the amount from 114 acre-feet per year to 65 acre-feet per year. WWSC usually pumps over 75 acre-feet a year.
- Due to the condition of the office building and the old treatment plant building, decisions will probably need to be made in 2018 about what to do with these structures. Other projects may include fencing the backwash pond to prevent wildlife damage, updating maps to show accurate meter locations, pinpointing areas that may have more than one water line, evaluating paying down the USDA loans and a long-term solution for the capacity of the backwash pond.

b. Report of the Secretary/Treasurer – Elizabeth Metcalf

Betsy Metcalf, the Secretary-Treasurer, indicated copies of the 2017 Financials were available to anyone who wanted them. They are included as a part of the minutes. Some of the items mentioned in the review of the Balance Sheet as of December 31, 2017 are listed below:

Checking Account	66,668.54
Restricted Use Funds	551,207.80
Total Current Assets	647,015.68
Fixed Assets	1,406,805.06
TOTAL ASSETS	2,053,820.74
Accounts Payable	1,670.26
Total Other Current Liabilities	5,787.86
Total Current Liabilities	7,458.12
Total Long-term Liabilities	626,226.66
TOTAL LIABILITIES	633,684.78
Equity contributed by Developers & USDA	904,663.99
Equity contributed by Members	441,262.96
Retained Earnings	69,496.46
Net INCOME	4,712.55
TOTAL EQUITY	1,420,135.96
TOTAL LIABILITIES & EQUITY	2,053.820.74

Ms. Metcalf then referred to the Profit & Loss Statement for Fiscal Year 2017 for the following amounts:

Connection Fee Income from customers	6,728.30
Late Fees/Penalty Income from customers	4,481.58
Miscellaneous Income from customers	4,379.46
Water Sales Income from customers	283,675.93
Misc. Income-not through RVS	4,349.70
TOTAL INCOME	303,614.97
Admin., Insurance & Adjustments Expense	39,368.76
Contract Labor Expense	66,178.80
Depreciation Expense	66,531.15
USDA Loan Interest Expense	24,546.83
Plant & Systems Supplies Expense	11,199.50
Raw Water Purchase from TRWD Expense	28,321.66
Repairs & Maintenance Expense	47,413.53
Utilities Expense	16,383.51
TOTAL EXPENSE	299,943.74

Net Ordinary Income	3,671.23
Non-operating Income	1041.32
Net Income	4,712.55

Betsy Metcalf noted that expenses for repairs, maintenance and professional fees will probably increase as future Directors address issues associated with aging infrastructure and regulatory compliance. In response to a member inquiry, the \$4,349.70 listed as *MISC-INCOME-not through RVS* on the Profit & Loss Statement comprised insurance claims and TRWD adjustments not generated by sales to customers.

Bill Carson moved that the 2017 Financial Statements be approved as presented. Janet Watkins seconded the motion and it passed.

c. Report of the System Operator

Larry Long asked if there were any questions regarding the projects and repairs outlined by the President and Secretary/Treasurer. Receiving none, he had no issues that had not already been addressed.

5. Public Forum – none

6. Election results

Ms. Cantrell noted that for the first time in 9 years WWSC is having a contested election. More members volunteered to run for the Board of Directors than there are positions available. She believes this is a good thing and thanked each member who was willing to serve. She then introduced the Election Auditor, Tommy Tompkins, who presented the written report to the President: 82 ballots were received prior to the annual meeting, 3 ballots presented at the annual meeting, and 1 ballot disqualified because 5 names were selected instead of the maximum of 4. The 4 new Directors are Bob Cornish, Barbara Kubinski, Glenn Walser and Lisa Tynes. Hearing no objections, Daun Cantrell declared these 4 individual as Directors effective immediately and asked if they wanted to make a few comments.

Lisa Tynes commented that she was appointed to serve a couple of months before the annual meeting and appreciated the opportunity this gave her to see how important the meetings can be and how serving can help her neighbors and community.

7. Closing comments from the President

Ms. Cantrell thanked the members who were willing to stand for election to the board and expressed her gratitude to the members who were retiring from the board as well as to the staff. She expressed her willingness to be available and open to any questions

that may come up as the new Directors deal with issues that have been facing WWSC for several years.

8. Meeting is adjourned

Before moving that the 2018 Annual Member Meeting be adjourned, Betsy Metcalf – speaking for previous and current board members as well as WWSC members – thanked Daun Cantrell for her 9 years of service and encouraged all to stay and enjoy cake to celebrate Ms. Cantrell's successful tenure.

Bob Cornish seconded the motion to adjourn and it passed. The meeting was adjourned at 7:51 p.m.

These minutes prepared by:
Eileen Suggs, Office Administrator

To be approved by the Members of Winkler Water Supply Corporation at the 2019 Annual Member Meeting.

Winkler Water Supply Corporation

By: Elizabeth Metcalf Date: 3/19/19
Typed Name: Elizabeth Metcalf
Its: Secretary Treasurer