

WHITE OAK WATER SUPPLY CORPORATION
Minutes of Board of Directors Meeting
January 25, 2024

The Board of Directors (the “Board”) of White Oak Water Supply Corporation (the “Corporation”) held a meeting at 25003 Pitkin Rd., Suite D600, Spring, Texas 77386, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted officers and members of said Board, as follows:

Mike Engle	-	President
LeQuintiss Taylor	-	Vice President
Jaime Gutierrez	-	Secretary/Treasurer
Robert Simpson	-	Asst. Secretary/Asst. Treasurer
Todd Sullivan	-	Director

All of said members were present, except Director Sullivan and Director Gutierrez who were absent, thus constituting a quorum.

Also, present was Henry Journey and Mike Williams of Municipal Operations & Consulting, Inc. (“MOC”); Kayla Ray of Myrtle Cruz Inc. (“Myrtle Cruz”); Joshua Zientek and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZLLP”); and Michael Willett and Justin Waggoner of Touchstone.

CALL ROLL

Director Engle called the meeting to order and called roll of those present.

COMMENTS FROM THE PUBLIC

There were no comments from the public

COMMUNICATIONS/IT CONSULTANT’S REPORT

Mr. Willett introduced himself and Mr. Waggoner. There was extensive discussion related to director email accounts as related expenses. After this discussion, Director Taylor moved, and Director Simpson seconded, accept the offer by Touchstone for the credit between the two email options (\$30 and \$20) for the prior invoice(s) and approve Exhibit A2 selecting option for Desktop and Mobile Applications at \$30/month per director. The motion passed unanimously.

MINUTES OF PRIOR BOARD OF DIRECTOR MEETING(S)

Mr. Zientek presented the minutes from the November 15, 2023, Regular Meeting. Upon a motion by Director Taylor, seconded by Director Simpson, the Board voted unanimously to approve the minutes, as presented.

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BOOKKEEPER'S REPORT

Ms. Ray presented the Bookkeeper's Report and checks for payment, a copy of which is attached hereto as **Exhibit A**. After a review of the renewal of the Corporation's Membership with Texas Rural Water Association ("TRWA") and proposed annual budget, Director Simpson moved to approve the Bookkeeper's Report, the checks presented, renewal of the TWRA membership, and annual budget, as amended. Director Taylor seconded the motion and the motion passed unanimously.

OPERATOR'S REPORT

Mr. Williams presented and reviewed the Operator's Report, a copy of which is attached hereto as **Exhibit B**. There was discussion related to the Lead and Copper Rule Revisions and Drought Contingency Plan. After this review, Director Engle moved, and Director Simpson seconded, to approve the Operator's Report and revisions to the Drought Contingency Plan, as discussed. The motion passed unanimously.

ENGINEER'S REPORT

There was no written Engineer's Report or updates at this time.

DIRECTORS' REPORTS

Director Engle requested that the Board authorize purchase of a director's device. Director Taylor moved, and Director Simpson seconded, to authorize purchase of a director's device. The motion passed unanimously. Director Engle noted a customer concern related to a valve box and Mr. Zientek explained that the Corporation's insurance was renewed. The Board then discussed legal requirements to maintain director's bonds. Mr. Zientek explained that the Board could require director's bonds but, statutorily, it is not a requirement.

ATTORNEY'S REPORT

Mr. Zientek noted that the prior Form 990s were all filed and are being processed by the IRS. There was some discussion about the Annual Meeting being scheduled on April 25, 2024, at 6:30 p.m. and then the regular meeting at 6:40. Mr. Zientek reminded the Board that Director Sullivan was up for election. After this discussion, Director Taylor moved, and Director Simpson seconded, to adopt the resolution establishing procedures for annual meeting and election and authorize the Corporation's consultants to take all legal actions necessary related to the annual meeting. The motion passed unanimously. Lastly, the Board requested that MZSLLP begin to update the Corporation's Dropbox account.

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EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071, et. seq.:

The Board did not enter Executive Session.

DISCUSS PENDING AND FUTURE BUSINESS, INCLUDING UPCOMING MEETING/EVENT SCHEDULES

Director Engle explained that he is preparing data for future consideration by the Board.

ADJOURN

There being no further matters to come before the Board, the meeting was adjourned.

Passed and approved this 21st day of March 2024.

WHITE OAK WATER SUPPLY CORPORATION



/s/ Jaime Gutierrez
Secretary, Board of Directors

LIST OF EXHIBITS

Exhibit A - Bookkeeper's Report

Exhibit B - Operator's Report