

**STUDY SESSION**

The HBPW Board of Directors met  
**November 23, 2020**  
at 4:00 p.m.  
Via Zoom Teleconference.  
Holland, Michigan

**Chair Hemingway called the meeting to order at 4:02 p.m.**

**Members Present:** Tim Hemingway (Holland, MI), Diane Haworth (Holland, MI), Sue Franz (Holland, MI), Paul Lilly (Holland, MI), P.J. Thompson (Holland, MI), City Council Liaison Nathan Bocks (Holland, MI), and Ex Officio Members Bob Shilander (Park Twp., MI) and Keith Van Beek (Holland, MI)

**Members Absent:** Keith Van Beek (Arrived late)

**Staff Present:** Dave Koster, Janet Lemson, Ted Siler, Becky Lehman, Joel Davenport, Chuck Warren, Chris Van Dokkumburg, Julie De Cook, Mike Radakovitz, Pieter Beyer, Steve Bruinsma, Pete Hoffswell

21.096 **Approval of Agenda**

*A motion was made by Haworth to approve the agenda. The motion was seconded by Thompson.*

21.097 **Communications from the Audience**

*None*

21.098 **Financial Update**

*For information only*

**STUDY ITEMS** **Electric Utility Five-Year Capital Plan**

21.099 The electric utility capital plan for FY 2022 - FY 2026 was presented with detail level information for production and distribution projects expected to cost more than \$100,000 each at a project level. Projected operating/non-operating cash flow summaries for the same five-year period were presented as well.

*Study Session topic. No Board action needed.*

21.100 **HBPW Delegation Policies D001 – D005**

Governance Policy G001 Governing Philosophy establishes the attributes of leadership and the specific practices that the Board intends to demonstrate. Through this policy, the Board Members are called upon to lead proactively and be faithful to the HBPW's core purpose and core values. This policy further calls upon the Board to periodically evaluate and discuss its processes and performance with respect to Governance and Delegation Policies. Delegation Policies were last reviewed during the 2008 strategic planning process.

The meeting's discussion focused on Delegation Policies D001 - D005.

*Study Session topic. No Board action needed.*

*\* Red italics indicate information or discussion added during the meeting and/or action taken.*

21.101 **General Manager Comments**

- December 7 will be our next scheduled meeting, a Regular Board Meeting.
- Our employee dashboard is showing fewer HBPW employees with COVID-19 and quarantining. We did close our lobby again as of last week Wednesday, the 18<sup>th</sup>. There are fewer customers in our lobby at this time since we are beyond the shut off season.

21.102 **Board Comments**

*None*

ADJOURNMENT

A motion to adjourn the meeting of *November 23, 2020*, was made by *Haworth* supported by *Lilly* and agreed upon by the Board of Directors present.

The Board Meeting of November 23, 2020, adjourned at *6:09 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board