

LANE-SCOTT ELECTRIC ENERGY SALES STATISTICS FOR SEPTEMBER 2024

CLASS OF SERVICE	NO. RECEIVING SERVICE		kWh SOLD		AMOUNT BILLED		Y.T.D AVERAGE		SALE PRICE PER kWh Y.T.D.
	Y.T.D. AVG.	THIS MONTH	THIS MONTH	Y.T.D.	THIS MONTH	Y.T.D.	kWh USED	AMOUNT	
Residential Sales	2,218	2,207	2,042,923	18,756,017	\$268,185	\$2,402,386	939	\$120.34	12.81
Residential Sales-Seasonal	37	37	8,208	78,257	\$1,962	\$17,333			
Irrigation Sales	337	337	597,889	7,525,087	\$54,844	\$665,921			
Irrigation Horsepower Charges	0		0	0		\$311,240			
Small Commercial	1,830	1,823	3,822,239	35,257,725	\$455,099	\$3,997,476	2,141	\$242.77	11.34
Large Commercial	173	177	2,631,743	24,875,622	\$326,178	\$2,882,640	16,018	\$1,856.17	11.59
Public Street Lighting	12	12	31,562	285,256	\$5,569	\$46,650			
Public Building Sales	47	47	31,540	323,373	\$5,206	\$48,895			
Non-Domestic	1,062	1,066	168,115	1,600,043	\$43,147	\$380,322			
City of Dighton	1	1	817,200	7,052,872	\$68,961	\$550,790	783,652	\$61,198.87	7.81
Idle Services on rate 90	13	12	0	0	\$378	\$3,654			
Large Industrial	3	3	3,034,420	30,775,730	\$257,206	\$2,541,492	1,139,842	\$94,129.32	8.26
Total Energy Sales	5,733	5,722	13,185,839	126,529,982	\$1,486,357	\$13,845,145			10.94
Other Electric Revenue					\$213,713	\$498,697			
Total					\$1,700,070	\$14,343,842			

SUBSTATION DATA

Substation	(NCP)KW	kWh Purchased	Cost Per kWh	kWh Sold	Line Loss	Load Factor-P	Load Factor-S
Beeler-Sub 3	6,353	3,715,854		3,418,492	8.00%	78.62%	72.32%
Dighton-Sub 1 - 7200 West & North	1,945	992,729		900,527	9.29%	68.60%	62.23%
Dighton-Sub 2 - 14400 South	4,190	2,325,909		2,266,580	2.55%	74.61%	72.71%
Manning-Sub 4	5,757	3,082,190		2,909,786	5.59%	71.96%	67.93%
LS Seaboard-Sub 5	211	98,658		91,697	7.06%	62.85%	58.41%
Twin Springs Lo 7.6-Sub 7	284	112,961		100,504	11.03%	53.46%	47.57%
Twin Springs Hi 14.1-Sub 8	290	125,012		113,976	8.83%	57.94%	52.83%
City of Dighton	1,541	579,025	7.0700	738,276	-27.50%	50.50%	64.39%
City of Dighton - WAPA	720	254,075	3.8700	78,924	68.94%	47.43%	14.73%
Alexander 115	1,822	851,625		776,686	8.80%	62.82%	57.30%
Ness City 115	4,768	1,888,327		1,790,301	5.19%	53.23%	50.47%
Total	27,881	14,026,365		13,185,749	5.99%	67.62%	63.57%

RUS/CFC LOAN FUND TRANSACTIONS

MISC.

OTHER STATISTICS

				Y.T.D	M.T.D.
Gross Obligation to RUS	\$ 54,111,889	General Fund Balance	\$180,526	Miles Energized	2040.39
Pymts Applied Against Principal	\$ 22,782,633	MMDA Investments	\$443,068	Density	2.80
Net Obligation to RUS	\$ 31,329,256	Cash Available at Month End	\$623,594	kWh Purchased	133,846,891
CFC Line of Credit	\$ -			kWh Sold (Inc. Office Use)	126,589,876
CoBank Line of Credit	\$ -	CFC Investments - CP, SN, MTN	\$6,649,302	Percent of Line Loss	5.42%
CFC Note #9004-RUS refinance	\$ 4,422,230	CFC CTC's	\$221,958	Idle Services	347
				Oper. Revenue Per kWh Sold	11.33
				Expense Per kWh Sold	11.00
				Income Per Mile	833.21
				Expense Per Mile	735.92

ACCOUNT AGING

	Current	30-89 Days	90 Plus
Irrigation Accounts Receivable	\$28,226	\$291	\$0
Electric Accounts Receivable	\$1,193,351	\$21,134	\$28,438
Retail Accounts Receivable	\$59,187	\$856	\$3,645

2024-Line 25 - Non-Operating Margins

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL	
Rev.-Electrician & Mat.	415.1	\$54,874.81	\$41,400.49	\$39,743.41	\$53,053.84	\$84,047.78	\$51,503.01	\$68,549.92	\$31,581.80	\$56,154.09				\$480,909.15	415.1
Exp.-Electrician & Mat.	416.1	\$52,074.86	\$41,231.46	\$37,175.06	\$53,352.19	\$69,454.88	\$44,166.89	\$58,736.38	\$30,840.49	\$46,699.24				\$433,731.45	416.1/1.11
		\$2,799.95	\$169.03	\$2,568.35	(\$298.35)	\$14,592.90	\$7,336.12	\$9,813.54	\$741.31	\$9,454.85	\$0.00	\$0.00	\$0.00	\$47,177.70	
Rev.-Appliance Repair	415.2	\$30.06	\$0.00	\$41.44	\$7.01	\$0.00	\$149.91	\$220.97	\$189.85	\$37.16				\$676.40	415.2
Exp.-Appliance Repair	416.2	\$557.45	\$5,393.73	\$69.06	(\$0.94)	\$0.00	\$100.44	\$160.45	(\$160.06)	\$24.91				\$6,145.04	416.2/2.21
		(\$527.39)	(\$5,393.73)	(\$27.62)	\$7.95	\$0.00	\$49.47	\$60.52	\$349.91	\$12.25	\$0.00	\$0.00	\$0.00	(\$5,468.64)	
Rev.-Member Damages	415.3	\$0.00	\$0.00	\$0.00	\$0.00	\$1,799.33	\$0.00	\$0.00	\$6,179.69	\$0.00				\$7,979.02	415.3
Exp.-Member Damages	416.3	\$0.00	\$0.00	\$0.00	\$0.00	\$2,412.55	\$0.00	\$0.00	\$5,113.12	\$0.00				\$7,525.67	416.3
		\$0.00	\$0.00	\$0.00	\$0.00	(\$613.22)	\$0.00	\$0.00	\$1,066.57	\$0.00	\$0.00	\$0.00	\$0.00	\$453.35	
Generac Warranty Parts & Labor	416.4	\$0.00	\$444.06	\$0.00	\$336.98	\$0.00	\$0.00	\$0.00	\$211.04	\$323.15				\$1,315.23	416.4
Finance Charges	415.5	\$67.28	\$38.37	\$72.84	\$69.99	\$55.91	\$60.63	\$79.80	\$140.61	\$98.77				\$684.20	415.5
MARGIN-Retail		\$2,339.84	(\$4,742.27)	\$2,613.57	\$116.57	\$14,035.59	\$7,446.22	\$9,953.86	\$2,509.44	\$9,889.02	\$0.00	\$0.00	\$0.00	\$44,161.84	
Misc. Income	421.0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	421.0
Gain on Disposal	421.1	\$627.01	\$259.00	\$0.00	\$0.00	\$66,500.00	\$0.00	\$0.00	\$0.00	\$0.00				\$67,386.01	421.1
Loss on Disposal	421.2	(\$1,316.76)	\$0.00	\$0.00	\$0.00	(\$22,788.26)	\$0.00	\$0.00	\$0.00	\$0.00				(\$24,105.02)	421.2
NET NON-OP MARGIN		\$1,650.09	(\$4,483.27)	\$2,613.57	\$116.57	\$57,747.33	\$7,446.22	\$9,953.86	\$2,509.44	\$9,889.02	\$0.00	\$0.00	\$0.00	\$87,442.83	

	Current Month				YTD Total			
	Billed Hours	Unbilled Hours	Hourly Rate	Total Unbilled Rev	Billed Hours	Unbilled Hours	Hourly Rate	Total Unbilled Rev
Kalo	0	0	\$ 85.00	\$ -	0	0	\$ 85.00	\$ -
Michael	155	25	\$ 85.00	\$ 2,125.00	1278	311	\$ 85.00	\$ 26,435.00
Mark	0	0	\$ 85.00	\$ -	0	0	\$ 85.00	\$ -
	155	25		\$ 2,125.00	1278	311		\$ 26,435.00

86.11%

80.43%

2024

Maintenance Inspection Log - to be completed monthly and copy submitted to Richard before the monthly Board meeting.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 Overhead lines												
<i>number/miles</i>	8,113	3,886	2,929	3,733	5,060	7,457	6,105	4,516	4,807			
<i>cost</i>	\$95,752.00	\$40,125.00	\$30,254.00	\$31,561.00	\$39,791.00	\$51,235.00	\$57,237.00	\$33,617.26	\$44,527.00			
2 Underground lines												
<i>number/miles</i>	250	173	145	625	210	420	215	284	260			
<i>cost</i>	\$4,262.00	\$3,037.00	\$2,264.00	\$2,304.00	\$1,975.00	\$3,083.00	2914	\$3,221.00	\$2,438.00			
3 Poles												
<i>number inspected</i>	0	0	0	0	0	0	0	0	564			
<i>cost</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,691.94			
4 Right-of-way												
<i>miles inspected</i>	0	370	10	840	35	25	60	418				
<i>cost</i>	\$0.00	\$4,049.00	523.00	\$2,224.00	\$862.00	\$262.67	\$623.00	\$1,445.00	\$1,417.00			
5 Substations												
<i>number inspected</i>	15	15	15	15	15	15	15	15	15			
<i>which ones?</i>	All	All	All	All	All	All	All	All	All			
<i>cost</i>	\$6,082.00	\$9,024.00	\$7,980.00	\$4,006.00	\$4,750.00	\$3,429.00	\$2,010.00	\$4,803.00	\$1,783.00			
6 DG Interconnections												
<i>number inspected</i>	16	4	2	3	0	3	4	6	8			
<i>cost</i>	\$935.79	\$163.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
7 CT:PT Metering												
<i>number inspected</i>	0	All	All	0	0	0	0	0	0			
<i>cost</i>	\$0.00	\$14,422.00	\$9,892.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
8 Line Clearances												
<i>miles inspected</i>	0	0	364	498	1292	1120	407	1166	655			
<i>cost</i>	\$0.00	\$0.00	\$2,176.00	\$5,075.00	\$10,290.00	\$9,166.00	\$5,068.00	\$8,751.00	\$7,695.00			

Operations Report September 2024

● Maintenance

Refuse transformers and side taps.

Work locate tickets system wide.

Fix lights system wide.

Retired connects for Murfin Drilling, Beaver Ridge Ag, Eric Foos, and Berexco Oil.

Added side tap fuses to 3-phase tap south of Utica.

Fixed bad secondary connections at Jerry Byrd's and Mark Cramer's.

Cut down secondary at Barbara Reinert's.

Upsized transformer at Clint France's.

Changed out bad meters.

Changed out bad meter loop at Wiechman Land and Cattle.

Changed out bad arresters at John Mauch's water well and Blueridge Antenan lease.

Replaced 3 bad insulators on the Ohmey tap.

Monthly sub checks.

Annual formal line patrol.

● Pole Change Outs

Changed out 3, V-phase poles for clearance improvements northeast of Dighton.

Changed out bad single-phase transformer pole and meter pole at Harriet Vance's rental.

Changed out bad single-phase pole at Wiles' Ranch.

Changed out 2, 3-phase poles on the Pinkston 3-phase.

Changed out 3, 3-phase poles north of Healy.

● New Connects

Built new single-phase connect for American Warrior, McVicker D lease.

Built new 3-phase connect for Brookover Feeder's grain storage.

Built new 3-phase connect for Talon Group, Holloman 1-34 lease.

● Engineering

Looked at 3 phase conversion for OneOK back feed to the Beeler station.

Worked on OneOk cost estimates. Long lead time items have been ordered.

Filed easements in Ness Co.

Worked in OMS on outage settings.

Staked in a line relocation project in Scott Co.

Updated pole testing maps for UAM.

Worked on meters in Command Center.

- Other

Serviced trucks and equipment.

Rainmaker Learning kick off meeting.

KEC monthly safety meeting.

Dal attended KEC line supervisors meeting in Wichita.

Nate, Ben, Myron, Kasey, and Diana attended NRECA retirement class.

KHP Defensive Driving class.

Substation NCP and CP from Sunflower Determinants

NCP KW			2024												NCP % capacity (kW/kVa)
Substation	Recorder ID	Substation capacity (kVa)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Beeler	SF02 BEELER	28000	6,246	6,547	6,843	7,701	6,942	7,121	7,440	7,287	6,052				27.5%
Dighton 14400	SF02 DIGH14400	28000	8,179	7,339	6,525	6,069	4,927	5,754	6,014	5,521	4,275				29.2%
Dighton 7200	SF02 DIGH7200	22400	2,584	2,351	2,445	3,037	3,005	4,577	4,720	4,278	2,909				21.1%
Manning	SF02 MANNING	25000	4,696	4,777	4,583	5,799	5,543	6,790	7,130	7,116	5,084				28.6%
Manning B	SF02 MANNINGB	7500	-	-	-	-	-	-	-	-	-				0.0%
LS Seaboard	SF02 SEABOARD	billing	281	241	258	215	197	217	227	221	175				
Twin Springs 14000	SF02 TSPRGS14	11300	345	228	234	216	249	355	352	324	236				3.1%
Twin Springs 7200	SF02 TSPRGS72	11300	151	155	200	261	282	340	360	335	219				3.2%
Dighton WAPA	SFWP DIGHTON	billing	156	133	136	155	154	185	218	176	136				
Dighton - West	SF02 DIGHTCTYW	1500	461	502	364	417	505	911	936	903	637				62.4%
Dighton - North	SF02 DIGHTCTYN	1500	539	396	419	428	472	730	775	820	579				54.7%
Dighton - South	SF02 DIGHTCTYS	1500	618	417	415	509	634	1,083	1,205	1,070	740				80.3%
City of Dighton	SFS2 DIGHCTY	billing	1,367	968	969	1,184	1,349	2,553	2,713	2,619	1,859				
Alexander 115 Sub	MK02 ALEXAN	20000	3,206	3,395	3,452	1,211	1,412	2,408	4,541	2,101	1,822				22.7%
Ness City 115 Sub	MK02 NESS115	20000	3,806	3,024	2,953	2,867	3,377	5,605	5,951	5,713	4,768				29.8%
LSEC Billing NCP	time		10:00	12:00	8:00	9:00	14:00	16:00	15:00	15:00	17:00				
	date		1/16	2/16	3/12	4/12	5/14	6/24	7/15	8/5	9/15				
Non-Coincidental Peak last year:		178000	32,635	30,473	29,796	30,069	29,048	38,629	42,602	38,484	29,491	0	0	0	23.9%
			28,538	27,193	27,749	29,940	32,056	39,663	42,427	40,339	41,973	29,228	26,941	31,030	

CP KW			2024												CP % capacity (kW/kVa)
Substation	Recorder ID	Substation capacity (kVa)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Beeler	SF02 BEELER	28000	4,253	6,447	6,737	5,397	5,078	6,569	7,207	6,891	6,106				25.7%
Dighton 14400	SF02 DIGH14400	28000	4,323	5,046	5,060	4,876	3,115	4,610	4,342	2,459	4,129				18.1%
Dighton 7200	SF02 DIGH7200	22400	2,295	2,218	2,351	2,802	2,358	4,532	4,360	4,050	2,716				20.2%
Manning	SF02 MANNING	25000	4,005	4,777	3,681	4,402	4,315	6,757	6,983	6,090	5,084				27.9%
Manning B	SF02 MANNINGB	7500	-	-	-	-	-	-	-	-	-				0.0%
LS Seaboard	SF02 SEABOARD	billing	239	203	247	192	151	217	222	212	175				
Twin Springs 14000	SF02 TSPRGS14	11300	301	197	198	197	224	311	338	301	236				3.0%
Twin Springs 7200	SF02 TSPRGS72	11300	128	119	124	233	214	317	331	315	219				2.9%
Alexander 115 Sub	MK02 ALEXAN	20000	1,412	1,238	1,169	997	1,271	2,179	2,187	1,958	1,763				10.9%
Ness City 115 Sub	MK02 NESS115	20000	3,666	2,940	2,953	2,624	3,377	5,529	5,951	5,334	4,321				29.8%
Sunflower System CP	time		10:00	11:00	9:00	16:00	16:00	16:00	16:00	16:00	17:00				
	date		1/27	2/16	3/26	4/30	5/29	6/25	7/30	8/1	9/4				
Sum of CP last year:		173500	20,622	23,185	22,520	67,133	65,545	31,021	31,921	27,610	24,749	0	0	0	38.7%
			21,386	22,911	21,891	21,886	25,536	30,818	31,865	31,441	27,203	20,679	21,277	19,552	

City of Dighton NCP			2024												NCP % capacity (kW/kVa)
Substation	Recorder ID	Substation capacity (kVa)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Dighton WAPA	SFWP DIGHTON	billing	156	133	136	155	154	185	218	176	136	-	-	-	
Dighton - West	SF02 DIGHTCTYW	1500	461	502	364	417	505	911	936	903	637	-	-	-	62.4%
Dighton - North	SF02 DIGHTCTYN	1500	539	396	419	428	472	730	775	820	579	-	-	-	54.7%
Dighton - South	SF02 DIGHTCTYS	1500	618	417	415	509	634	1,083	1,205	1,070	740	-	-	-	80.3%
City of Dighton	SFS2 DIGHCTY	billing	1,367	968	969	1,184	1,349	2,553	2,713	2,619	1,859	-	-	-	
Non-Coincidental Peak last year:		4500	1,618	1,315	1,198	1,354	1,611	2,724	2,916	2,793	1,956	0	0	0	64.8%
			2,524	1,781	1,803	2,121	2,455	4,366	3,093	3,137	2,690	1,571	1,349	1,614	

Sunflower Billing Summary			capacity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
City of Dighton @ 2% Subtract from WHM				1,505	1,056	1,079	1,019	1,434	2,738	2,871	2,463	1,995				
Demand 1 CPKW			178000	19,117	22,129	21,441	66,114	64,111	28,283	29,050	25,147	22,754	0	0	0	37.1%
Demand 2 NCP			178000	21,476	22,167	21,772	22,776	22,051	28,682	29,850	28,217	23,583				16.8%
Energy purchased				12,766,597	13,033,432	13,830,792	13,981,271	13,684,623	14,284,341	16,117,879	15,778,237	13,193,265				

INFORMATION TECHNOLOGY

October Board Meeting

PROJECTS SEPTEMBER 2024

- IVR Pay by Phone to MCM Pay by Phone platform migration completed.
 - Meet PCI Compliance regulations.
 - Increased member securities settings.
 - Faster call flow service using automated phone system for a better experience.
 - Phone number for MCM calls received will be the same as the SMS text message phone number.
 - New MCM Pay by Phone # 844-968-1966
- SafetyAmp digital inspection forms and digital documents.
- New Bill Print and DQ Notice Redesign with COBOL to Java platform migration project timeframe from September 2024 – February 2025.
- Troubleshooting employee software and device issues, assisting in processes.

CYBERSECURITY

PROJECTS SEPTEMBER 2024

- Employee Awareness
 - Email employee impersonation awareness.
 - Email vendor impersonation awareness.
 - Text Smishing Awareness
- NCS Cybersecurity domain integration complete.
- NCS technical service Remote Monitoring Management tool live.
- NCS reviewing Microsoft licensing plans and transition process to new company.

Analyzing plans for all employees and trustees to determine new and current plans are meeting cybersecurity needs or need upgraded to ensure the best security services are in place.

 - Reviewing current plan applications and their integrated securities.
 - Reviewing trustee plans with Teams and integrated securities.

CYBERSECURITY

October Board Meeting

CYBERSECURITY AWARENESS – SEPTEMBER 2024

Cybersmart **SAFETY** **TIPS**

Add these useful tips to your cybersmart arsenal
to keep yourself and your organization safe!



PHISHING

Always verify email addresses and links, and be wary of unexpected attachments or urgent requests for sensitive information.

BUSINESS EMAIL COMPROMISE

Ensure all business communication is verified through known contacts and secure communication channels.

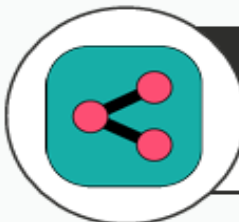
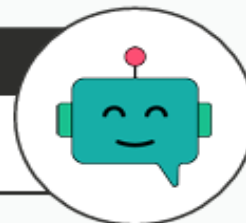


PRETEXTING

Verify the requester's identity through trusted communication channels before sharing sensitive information or complying with any unusual requests.

AI CHATBOTS

Follow your organization's policy regarding the use of AI chatbots. Never share any personal or organizational information with them.



SOCIAL MEDIA

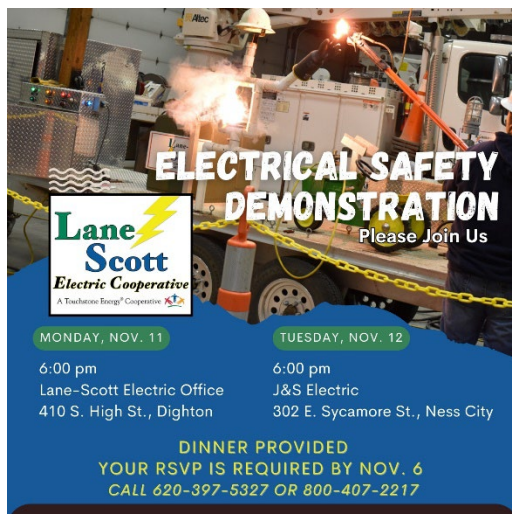
Set strict privacy settings and be cautious about sharing personal information, location, or other sensitive details on social media platforms.

KnowBe4

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October Board Meeting – Communication & Member Service Report

1. Meetings / Trainings – Attended the Member Service Meeting, 2 Rainmaker Meetings, Defensive Driving training, IVue Workflow Training, Lead without Speaking in Dodge City, Crisis Communication training in Hays, and will have completed a NRECA CCEP Fundamentals of Business Writing course by the end of the month.
2. Member Monday Giveaways & SmartHub promotion.
3. Helped Chris with a safety demonstration at Brookover Feedyard.
4. Planning & creating material for safety demos in November, open to everyone. In the past we have just had first responders at these specific training demos.
Monday, Nov. 10, LSEC at 6pm
Tuesday, Nov. 11, J&S Electric, Ness City at 6pm



5. Dal and I going to Career Day at Ness City High School on Oct. 24th.
6. Military Care Packages: If you know of anyone from our service territory in active military either overseas or state-side, please let me know by Nov. 15. I will need a mailing address, or a phone number of someone who has a mailing address.
7. Created, ordered promotional items for the Western Kansas Career Showcase we will be going to with Diana and staff in November.
8. Working with Clint and Amy France on a behind the meter solar system.
9. Working on Budget

10. Promotions in November:

- a. Thanksgiving Promotion: We will be giving away 3 \$100 grocery certificates to a local grocery store of the recipient's choosing.
- b. Holiday Light Contest: Members can post a picture of their holiday light decorations to our Facebook page for a chance to win a \$200 bill credit.



11. I will be at the Halloween Trunk or Treat event in Dighton again this year.

12. Normal monthly KCL, social media posts, website updates, new member e-mail series, newsletter e-blast, chamber communications, sponsorship/donation requests, communication plan updates, spending report, advertising.

October Board Meeting – Human Resources Report-September Duties

1. Paid the Accounts Payables for the month of September.
2. Backed up Cashier on daily deposits and balancing the EFT's.
3. Completed the end of month Labor Distribution Report.
4. Worked on Wage and Salary information for Richard.
5. Completed and submitted the Compliance One and No Time Lost reports.
6. Normal monthly duties, employee assistance, customer service, payroll, FLSA reports, payroll taxes, 401(k) distributions, Health Insurance, Group Insurance, and RS distributions.
7. Scheduled trainings and reservations for employees.
8. Adjusted employees Group Term Life Benefit and pay increase for Nate.
9. Made evaluation schedules for all supervisors.
10. Attended Staff meetings.
11. Attended monthly Safety meeting.
12. Trained as backup for the Billing Department
13. Trained as backup for DQ's and Service Orders.
14. Trained Cindy in Accounts Payable
15. Conducted annual CDL Queries in the Clearing House to review driving records.
16. Attended KEC Retirement/Medicare Seminar in Hays
17. Set up Medicare/Retirement Seminar at Lane-Scott.
18. Set up 2024-2025 Rainmaker Session with Bruce Tulgan
19. Had opening session with Bruce and group for Rainmaker.
20. Put together the open enrollment paperwork for BCBs and NRECA for employees.
21. Attended the Defensive Driving Presentation.
22. 3rd Quarter Strategic Plan updates for 2025 for Richard.
23. Office work calendar for office Staff.
24. Help Dal with paperwork for Mutual Aid for Chad and Blake.
25. Help Jocelyn research payments in Gateway for balancing.
26. Prepared HR budget for 2025.

From: [Kathy Lewis](#)
To: [Richard McLeon](#)
Subject: Project report for Oct 28th BOT meeting
Date: Friday, October 18, 2024 3:49:06 PM

Richard,

The capital credit project is roughly 35% complete:

1. I had a 2nd Teams meeting with Bill Miller on September 13th wherein he explained his 2021 presentation and discussed how to complete the LSEC Special Retirement Method template. I gave you a copy of the template and we discussed it on October 1st so I have an idea of your expectations for the discount.
2. I'm redlining our current Capital Credit Policy #113. I'm approximately 1/3 of the way through the document.
3. I'm drafting proposed amendments to our Cooperative Bylaws for Annual Meeting July 2025.
4. I revised the General Retirement Pre-Notice & emailed it to you for your review on Sept 16th. You & I discussed it on October 1st, and you approved using it so I began the setup process with NISC. You signed the setup quote on Oct 9th. Nisc created the pre-notice and sent me the files, which I am currently reviewing for accuracy.
5. I gave you the JMS Advisory Group engagement letter on Oct 9th and we discussed it on Oct 17th. You approved and signed the letter on Oct 18th. I sent the approval to JMS and began completing the information they requested.

What remains to be done is 65%:

1. Process General Retirement Pre-Notices in LIVE company and have them mailed by NISC
2. Complete Redline of current Capital Credit Policy & submit first draft for review to:
Richard McLeon
Joe Gasper
3. Complete proposed bylaw changes and submit to:
Richard McLeon
Joe Gasper

4. Make policy draft revisions until the policy is ready for Board review.
5. Submit information to JMS Advisory group so they can submit unclaimed capital credits to the states that require escheatment.

Along with working on the capital credit project I am also preparing a list of changes made to substation assets that affect our Ad Valorem Property Tax Report to assist Jocelyn in preparing the schedules for next years report.

Let me know if you have any questions or recommendations for changes in my plan.

Thanks,
Kathy

September Warehouse Report

Total Inventory Dollars on Hand for September:

Line Material--\$545,086

Inventory Turns—0.935

Resale Material--\$165,470

Inventory Turns—0.627

Generac Update:

The Generac portion of the business picked up again in September. Multiple quotes were given and three sales were made. Lead times have increased, primarily due to increased demand in Texas. We're also guessing the hurricanes will have an impact on this as well. Going forward, we will try to keep one or two in stock to help mitigate this.

Electrician Update:

Michael and the contractor were able to complete the grain bin job in September much quicker than anticipated. This allowed him to continue to keep up with the increase in generator services. He is now about 90% done with these. Currently, we have 96 annual service contracts, and with Anne Marie's advertising, this number continues to grow. Call volume has not slowed yet so we should have a strong last quarter of 2024.

Line Material:

We're expecting significant pressure on the supply chain due to the hurricanes. I'm trying to keep in contact with our vendors to see what items they're seeing problems with. With winter coming, we'll try to secure as much material as possible to ensure that we can cover any storms we may have.