

November 2023

The regular meeting of Berkeley Cooperative Enterprises, Inc. was held on **Monday, November 27<sup>th</sup>, 2023**, at the Corporate Headquarters in Moncks Corner, SC.

The meeting was called to order by Chairman DeWitt and Mr. Vandross gave the invocation.

The following directors were present at the meeting.

**Connie Shuler**  
**Willis Sanders**  
**H. Wayne DeWitt**

**Sam Gourdine**  
**Henry H. Chavis, Sr.**  
**Robert Jenkins**

**Sheila Powell**  
**Robert Vandross**  
**Denver L. Clayton**

President and CEO Michael S. Fuller, Executive Administrator Ashley Edens, General Counsel, John (Jack) Williams, and the following staff: VP of Finance Joel Stevens, VP of Berkeley Cooperative Enterprise Trena Nelson-Rivers and the Manager of Propane Services Stephanie Ulam, were also present at the meeting.

Chairman DeWitt called for approval of the minutes of the **August 28, 2023**. Upon motion by Mr. Chavis seconded by Mr. Vandross and unanimously passed; it was

**RESOLVED, that the Board of Directors hereby approves the minutes of the August 28, 2023, meeting as submitted.**

Ms. Nelson-Rivers discussed the business plan they are building relationships with local builders to install propane in new construction neighborhoods. They purchased a 2024 freightliner and will be investing time in plant to improve conditions. They hired two new employees back in August to bring their team to full staff. There will be two additional positions to fill in 2024 and that will bring the opportunity to service more customers. Mrs. Nelson-Rivers reviewed the customer satisfaction metrics and gave her team credit for the high ratings. There was a decrease

in the number of gallons delivered due to the new tank monitors. They are filling tanks that have monitors at 60% or below instead of filling them at 70%, this is providing a greater return on investment.

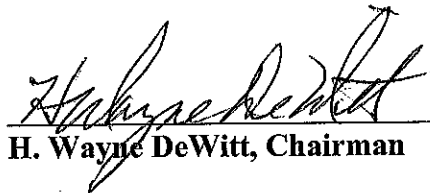
Chairman DeWitt called for the Financial Report. Mr. Stevens discussed the financial status of Berkeley Cooperative Enterprises and Berkeley Propane Company.

Chairman DeWitt called for the Attorney's Report and Mr. Williams said there were no new cases at this time.

Chairman DeWitt called for Unfinished Business. There was none.

Chairman DeWitt called for New Business.

There being no further business to come before the Board, upon motion duly made, seconded, and passed; the meeting was adjourned.

  
H. Wayne DeWitt, Chairman

  
Connie Shuler, Secretary