

**Birchwood Lakes Community Association, Inc.**  
**Organizational Meeting Minutes**  
**August 25, 2012**  
**Clubhouse**

Present: Charles Ritson, President, Vice President Bennett, Linda White, Secretary, Marcella Livingston, Treasurer, Thomas McConnon, Carolyn Martin, Joanne McInerney, Leonard Glamann

Absent: Carl Fredrickson

President Ritson opened the meeting at 11:15am thanking the Board for their support during his presidency.

**Election of Officers:**

Nomination of President: Clare Bennett nominated by Charles Ritson, seconded by Carolyn Martin. Clare Bennett accepted the nomination. No other nominations. Clare Bennett unanimously voted in as President. Nomination Passed.

*President Bennett assumed the Presidency and continued the meeting.*

Nomination of Vice President: Joanne McInerney nominated by Carolyn Martin, seconded by Thomas McConnon. Joanne McInerney accepted the nomination. No other nominations. Joanne McInerney unanimously voted in as Vice President. Nomination Passed.

Nomination of Secretary: Linda White nominated by Carolyn Martin, seconded by Chas Ritson. Linda White accepted the nomination. No other nominations. Linda White unanimously voted in as Secretary. Nomination Passed.

Nomination of Treasurer: Marcella Livingston nominated by Carolyn Martin, seconded by Joanne McInerney. Marcella Livingston accepted the nomination. No other nominations. Marcella Livingston unanimously voted in as Treasurer. Nomination Passed.

**Motion made by Director White, Seconded by Director McInerney to accept the slate of officers as nominated and accepted above. All Directors voted in favor. Motion Passed.**

***APPOINTED COMMITTEES***

*BLCA Property Beautification*  
Chairperson - Carl Fredrickson  
Co-chairperson - Linda White

*Recreation*  
Chairperson - Joanne McInerney  
Co-chairperson - Leonard Glamann

*Community Safety*  
Chairperson - Thomas McConnon  
Co-chairperson -

*Lake Management*  
Chairperson - Charles Ritson  
Co-chairperson - Thomas McConnon

*Community Affairs*  
Chairperson - Linda White  
Co-chairperson - Clare Bennett

## STANDING COMMITTEES

### *BLCA Property Development*

Chairperson - Carl Fredrickson

Co-chairperson -

### *Finance, Budget, Contracts*

Chairperson - Marcella Livingston

Co-chairperson - Charles Ritson

### *Road Maintenance & Construction*

Chairperson - Leonard Glamann

Co-chairperson - Louis Freeman

### *By-Laws*

Chairperson - Joanne McInerney

Co-chairperson - Carolyn Martin

### *Rules & Regulations*

Chairperson - Carolyn Martin

Co-chairperson - Joanne McInerney

### *Capital Projects*

Chairperson - Clare Bennett

Co-chairperson - Charles Ritson

### *Voting & Elections*

Chairperson - Linda White

Co-chairperson - Carolyn Martin

**Motion made by Director White, Seconded by President Bennett accepting appointments to Appointed and Standing Committees as shown above. All Directors Voted in Favor. Motion Passed.**

President Bennett discussed the importance of meeting attendance as well as review of all paperwork prior to the meetings. Vice President McInerney added that for those Directors living away from the Community the office can arrange to have your paperwork mailed to you in advance of each month's meeting.

President Bennett also asked Committee Chairs and Co-chairs to endeavor to hold regular Committee Meetings and reminded the Board that Committees are required to meet at a minimum four times a year in adherence to the By-Laws.

Director Ritson offered we may want to consider creating a Government and Regulatory Advisory Committee explaining how this may be able to help us going forward. President Bennett indicated she would ask this to be scheduled on the September agenda.

## **2012/2013 SCHEDULE OF OPEN BOARD MEETINGS**

Open Board Meetings to be held at the BLCA Clubhouse.

September 14, 2012 – 7:00 PM

October 12, 2012 – 7:00 PM

November 9, 2012 – 7:00 PM

December 8, 2012 – 9:00 AM

(Snow day Dec. 11<sup>th</sup> – 7:00 PM)

January 12, 2013 – 9:00 AM

(Snow day Jan. 15<sup>th</sup> – 7:00 PM)

February 9, 2013 – 9:00 AM

(Snow day Feb. 12<sup>th</sup> – 7:00 PM)

March 12, 2013 – 7:00 PM (Tues.)

April 12, 2013 – 7:00 PM

May 10, 2013 – 7:00 PM

June 14, 2013 – 7:00 PM

July 9, 2013 – 7:00 PM (Tues.)

August 13, 2013 – 7:00 PM (Tues.)

August 24, 2013 – Annual Mtg. 9:00 AM

**Motion made by Director Livingston, Seconded by Director McInerney accepting the 2012/2013 Schedule of Open Board Meetings. All Directors Voted in Favor. Motion Passed.**

**Motion to adjourn made by President Bennett, Seconded by Director Ritson. All Directors Voted in Favor. Motion Passed.**

Meeting adjourned at at 12:30pm.

Respectfully submitted,

Linda White  
Secretary