

BIRCHWOOD LAKES COMMUNITY ASSOCIATION, INC.

ORGANIZATION MEETING MINUTES

August 23, 2014

Clubhouse

Motion to approve extending Tom McConnon's term on the Board of Directors for one year and to extend Marcella Livingston's term until such time postcards notifying the membership that one seat on the Board of Directors remains open and a candidate is appointed to replace her. Motion made by Director Martin, seconded by Director Wagner. All in favor. Motion Passed.

Directors McConnon and Livingston took their seats on the Board.

Nomination and Elections of Officers

Nomination of President: Clare Bennett nominated by Carolyn Martin, seconded by William Wagner. 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: William Wagner nominated by Carolyn Martin, seconded by Thomas McConnon. William Wagner accepted the nomination. Joanne McInerney nominated herself. The nomination was not seconded. No other nominations. Joanne McInerney voted no. All other directors voted in favor of William Wagner for Vice President. Nomination Passed.

Nomination of Secretary: Carolyn Martin nominated by Clare Bennett, seconded by William Wagner. Carolyn Martin accepted the nomination. No other nominations. Carolyn Martin unanimously voted in as Secretary. Nomination Passed.

Nomination of Treasurer: Marcella Livingston nominated by Clare Bennett, seconded by Carolyn Martin. Marcella Livingston accepted the nomination until another person is appointed to the board to replace her. No other nominations. Marcella Livingston unanimously voted in as Treasurer. Nomination Passed.

Nomination of Assistant Treasurer: President Bennett informed the Directors that, in light of Marcella Livingston's intent to remain on the board only until a suitable candidate is appointed to replace her, our By-Laws allow for an Assistant Treasurer to be appointed.

Anthony Palma nominated by Eugene Jarvis, seconded by Clare Bennett. Anthony Palma accepted the nomination. No other nominations. Anthony Palma unanimously voted in as Assistant Treasurer. Nomination passed.

Officers:

President: Clare Bennett
Vice President: William Wagner
Secretary: Carolyn Martin
Treasurer: Marcella Livingston
Assistant Treasurer: Anthony Palma

Directors:

Eugene Jarvis
Thomas McConnon
Joanne McInerney
Mike Moffa

STANDING COMMITTEES

Finance, Budget, Contracts

Chairperson-Marcella Livingston
Co-chairperson-Anthony Palma

Governing Documents

Chairperson-Joanne McInerney
Co-chairperson-Carolyn Martin

Voting & Elections

Chairperson-Carolyn Martin
Co-chairperson-Joanne McInerney

Road Maintenance & Construction

Chairperson-William Wagner
Co-chairperson-Eugene Jarvis

Capital Projects & Property Development

Chairperson-Clare Bennett
Co-chairperson-Bill Wagner/Mike Moffa

APPOINTED COMMITTEES

BLCA Property Beautification

Chairperson -Carl Fredrickson
Co-chairperson-Thomas McConnon

Recreation

Chairperson-Clare Bennett
Co-chairperson-Mike Moffa

Community Safety

Chairperson-Eugene Jarvis
Co-chairperson-Thomas McConnon

Lake Management

Chairperson-Charles Ritson
Co-chairperson-Thomas McConnon

Communications

Chairperson-Clare Bennett
Co-Chairperson-

Motion made by Vice President Wagner, seconded by Director McInerney approving the election of Officers to the Board of Directors and the appointments of the Chairs and Co-Chairs to the Standing and Appointed Committees as outlined above. All Directors Voted in Favor. Motion Passed.

President Bennett invited Bob Kidwell, the Association's Attorney, to address the Board regarding the legal responsibilities and rights of the board members.

The Board Members were then asked to sign the Confidentiality Agreement and Code of Ethics in the presence of Attorney Kidwell.

President Bennett then invited Bill Owens, the Association's Accountant, to address the Board regarding the fiscal responsibilities of the Board.

President Bennett asked Community Manager Carrie Ridner to address the Board about the Uniform Planned Community Act. She gave a brief overview of the Act, noting that much of it didn't apply to our Association because we were 'grandfathered' and informed the Board that she would get a copy for the Board Members or they could go online to read it.

The Board then set the meeting schedule for the 2014/15 term.

2014/2015 SCHEDULE OF OPEN BOARD MEETINGS

Open Board Meetings to be held at the BLCA Clubhouse.

September 16, 2014 – 7:00 PM (Tues)	March 13, 2015 – 7:00 PM
October 14, 2014 – 7:00 PM (Tues)	(Snow day Mar. 21st – 9:00 AM)
November 8, 2014 – 9:00 AM	April 14, 2015 – 7:00 PM (Tues)
December 13, 2014 – 9:00 AM	May 12, 2015 – 7:00 PM (Tues)
(Snow day Dec. 16 th – 7:00 PM)	June 9, 2015 – 7:00 PM (Tues)
January 10, 2015 – 9:00 AM	July 14, 2015 – 7:00 PM (Tues.)
(Snow day Jan. 13 th – 7:00 PM)	August 11, 2015 – 7:00 PM (Tues.)
February 13, 2015 – 7:00 PM	August 22, 2015 – Annual Mtg. 9:00 AM
(Snow day Feb. 17 th – 7:00 PM)	

Motion made by Director Wagner, seconded by Director Jarvis accepting the 2014/2015 Schedule of Open Board Meetings. All Directors voted in favor. Motion Passed.

Motion to approve sending a postcard to the Members in Good Standing to inform them that we are accepting resumes for one board vacancy. Deadline for submission is September 26, 2014. Motion made by Director McInerney, seconded by Director Palma. All Directors voted in favor. Motion Passed.

Motion to approve Linda Schwall, Administrative Secretary, to attend the Regular Board Meetings, for the purpose of taking the minutes, at the rate of \$35 each meeting. Motion made by Secretary Martin, seconded by Director Moffa. All Directors voted in favor. Motion Passed.

Motion to approve one (1) office employee and one (1) maintenance employee work 8 to Noon the Saturday of Labor Weekend. Motion made by Director McInerney, seconded by Director Jarvis. Treasurer Livingston voted no. All Directors voted in favor. Motion Passed.

Motion to adjourn at 12:30pm made by Vice President Wagner, Seconded by Secretary Martin. All Directors Voted in Favor. Motion Passed.

Respectfully submitted,

Carolyn Martin
Secretary