

February 13th, 2020
Board Meeting – Conference Call
Uber conference number 720-835-5789 pin 10982

Present: Stan Marsh, Dave Mayer, Jeff Deline, Julie Lindgren, Rob Edinger, Pete Savage, Jose Ortiz, Michael Wyman

Call to order at: 6:03 pm

Subjects:

1. Reminder of Code of Conduct and Confidentiality

Old Business:

1. GM Performance evaluation (ES 30-min)

Stan made a motion to go into executive session for 30 minutes for consideration of personnel matters. Exited executive session at 6:33 pm.

2. Status update on Office Administrator (ES 15-min)

- a. Hours & duties

Jose shared that the OA position's hours are M, T, F. Jose' mentioned he is considering adding a day so the schedule is M, T, Th, F if the workload demands it.

- b. Background screening review

Background check was reviewed outside of this meeting. It was agreed that the background check report was satisfactory.

- c. General feedback

Jose' shared that Charlie from ABCs visited to discuss the possibility of assisting with providing some additional Quickbooks training and supporting the bookkeeping as needed by the OA.

3. Approval of minutes from previous meetings

Dave made a motion to accept the minutes from January 11 and January 20 meeting minutes (with the noted edit). Stan seconded the motion. All were in favor. Motion passed.

4. Operating account signers

- a. Approve Jose Ortiz & Ralph Saint Romain as signers on (checking and savings) operating accounts.

Dave made a motion to approve Jose and Ralph as signers on the association operating accounts (checking and savings) to include the digital check scanner device that's in the association office. Pete seconded the motion. All were in favor. Motion passed.

- b. Approve Rob Edinger to replace expired board member (WH) on all investment and money market accounts
Jeff made a motion to approve Rob Edinger to replace WH on all the association investment and money market accounts. Stan seconded the motion. All were in favor, motion passed.

5. Preparation for Annual Meeting – February 29th 2020

- a. Meeting layout / schedule / agenda
Chair usually opens the meeting with a few comments and turns the meeting over to the Pres. (goes over the ballot from top to bottom)
Invite board members who are running for a position to introduce themselves.
The GM goes over the budget and asks if there are any questions for the budget or for the ballot initiatives.
Call for the ballots to be submitted for those voting at the meeting.
Have a break and get the final count for the votes cast and would indicate who the new board directors would be.
Invite the new board to come take a seat.
Acknowledge and thank outgoing board members.
Have a trivia session with prizes.
Minutes for the prior membership meeting are approved.

Discussed specific speakers and the necessities for preparation and presentation. Discussed the facility and the preparation of the venue. Reviewed anticipated commentary and discussions. Reviewed potential approvals necessary for Membership Meeting.

Julie made a motion to approval and ratification of the budget addendum/supplement and the amended ballot and sending same to the association membership and setting the annual membership meeting during which the (amended) ballot measures and budget (addendum/supplement) will be considered for ratification or other action by the membership, as the case may be, on the date of February 29, 2020. Jeff seconded the motion. All were in favor, motion passed.

Dave made a motion to adjourn, Pete seconded the motion. All were in favor. Motion passed Adjourn at 7:52 pm.

