

MEETING AGENDA

CONVENE MEETING

State TIME and DATE February 20, 2024
State PLACE held: Northdale Recreation Center

State those present and titles:
Mary Ellen Kilbride – President
Mike Williams – Vice President
Bill Guerra- Treasurer
Ann Williams – Secretary
Karen Emberton – Trustee
Kathy Moran – Trustee
Kim Humphries - Trustee

Monique Dailey-Manager

State QUORUM or NOT

Ask for approval of MINUTES OF LAST MEETING(S)
Last meeting January 16, 2024
INQUIRE IF ANY CHANGES NEEDED

Motion from trustee to accept minutes
Second required
Vote on motion by all trustees and numbers announced

ASK FOR TREASURER'S REPORT – January 2024

Questions or corrections?

Motion to accept reports for January 2024
Second required
Call for vote and announce results

OLD BUSINESS TO CONSIDER (Items discussed at previous meetings)

- Update on existing work orders with the County. – from Mary Ellen and Karen
- Update on process to increase annual assessment
- Wall cleaning, repairing, and painting was completed by 10/23/23. Mary Ellen and Rocky looked at the 4 places which still need additional work on 11/9/23. We retained 5% of the total cost and will pay the balance when those 4 areas are completed. Discussed painting the inside of the wall with Rocky. Punch list items were started on 12/6/2023. Final painting of two areas on short wall completed 2/1/2024.
- Mary Ellen sent a letter to a couple on her street to see if either of them were interested in joining the Board. She will follow up in person. Any other suggestions for another Board member?

- Mary Ellen paid the P.O. box rental in person on January 18, 2024. We pay this bill in person because of previous problems with sending the check through the bank. One year the P.O. Box was closed for non-payment because the check did not get there timely, and another year, the box was closed because the rent increased before the check was received. Even though the rental period is through the end of January, if we don't pay the renewal by the 21st of January, there is an increase in the cost.
- Mary Ellen described the light outage at the main sign which occurred around January 13, and what she tried to do to correct the problem. The Board authorized up to \$500 for Delgado Electric to check out and repair the problem. The Board asked Monique and Bobby to look at the lights to see if they could fix the problem prior to Mary Ellen calling Delgado Electric. Monique and Bobby found the GFI breaker for the lights had been tripped and reset it on January 19 and the lights have been working since then.

NEW BUSINESS TO CONSIDER

- Mary Ellen received an email about required Ethics Training for local government officials. She emailed Mary Mahoney to ask if this applied to us. Mary told her to contact the Department of Ethics about the training. Mary Ellen will follow up.
- Mary Ellen received an email from Mary Mahoney on 1/29/24 asking for the email addresses of two Board members and when they were appointed to the Board for reporting to the Ethics Commission. Mary Ellen provided the email addresses (which she has previously done at least three times), and the dates of the appointments (which has also been done by copies of the minutes when they were appointed when updating the Trustee forms). I'm not sure why Mary did not have this information since it has been provided to her on several occasions.
- Any phone calls of importance to the hotline?

Next meeting is scheduled for March 19, 2024.

All issues should be discussed, motions proposed if actions are necessary, seconds required and then voted on by Board. Results announced.

When done with new business, President entertains motion to adjourn meeting. Second required, and vote. Time of meeting end is stated for record. **Time ending.....**