

# NAACA Board Meeting Minutes

4/11/23 Sandia Presbyterian Church Rm 221

Attendees: David Neale, Lorri Zumwalt, Jerry Janicke, Amber Logan, Peggy Valencia, Bill Rowland

- 1) Call to Order: David Neale- 5:35pm
- 2) Approval of March 2023 Meeting Minutes: Peggy Valencia
  - a. Motion by Bill Rowland
  - b. 2<sup>nd</sup> by amber Logan
  - c. Unanimously passed.
- 3) Treasurer's Report: David Neale for Len Bugge'- February 2023 and March 2023
  - a. Motion to approve February 2023 treasurer's report by Peggy Valencia
  - b. 2<sup>nd</sup> by Amber Logan
  - c. Unanimously passed.
  - d. Motion to approve March 2023 treasurer's report by Amber Logan
  - e. 2<sup>nd</sup> by Bill Rowland
  - f. Unanimously passed.
- 4) Newsletter update: Peggy Valencia for Bernadette Torres-Olivares
  - a. Finished copy to be published and sent out tonight or tomorrow.
- 5) Transition to Treasurer/Bookkeeper: David Neale
  - a. Considering not finding NAA neighbor to volunteer to serve as Treasurer, it is suggested to hire a bookkeeper (who works with HOA's etc.) to reconcile NAACA's books using Quick Books. It should only take a few hours (at most) for this duty. David has spoken to the bookkeeper already and after tax season is over, will get a firm quote on the cost. Board members will be kept notified. A pre-approved amount will allow for a faster hire/transition without having to spend time going back and forth to board for approval.
    - i. Motion to pre-approve hiring bookkeeper (up to) \$200/month by Amber Logan
    - ii. 2<sup>nd</sup> by Bill Rowland
    - iii. Unanimously Approved
  - b. The Board position of Treasurer will have lessened duties but will still need to be filled by an NAA resident. Lorri Zumwalt has graciously accepted the position. Thank you, Lorri!
    - i. Motion to approve Lorri Zumwalt as Treasurer by Peggy Valencia
    - ii. 2<sup>nd</sup> by Amber Logan
    - iii. Unanimously Approved
    - iv. We will start transitioning bank signature cards and state TAP with Lorri Zumwalt.
    - v. Thank you, Len Bugge' for stepping in to help out in Treasury when you were most needed!!!

**6) Old Business:**

**A. Roads and Capital Improvement: David Neale**

- a. BernCo requests a meeting with NAACA anytime between 4/17/23-5/4/23
  - i. David will survey the Board and neighbors to attend meeting and get a date, time, and location down asap.

**B. Spring Clean- Date: 5/20/23: Jerry Janicke**

- a. Jerry asks for someone to call Habitat for Humanity to see if they will come.
  - i. Lorri Zumwalt will get information.
- b. Peggy Valencia and Bill Rowland will get signs up around 4/20/23
- c. David Neale will give Jerry any BernCo Waste Management contacts.
- d. We will need to have a cash box, applications for membership have been given to Jerry.
- e. Need shade and chairs.
- f. Board Members please show up at 7:30am to help set up.

**C. Crime Prevention: Asking for suggestions on community seminar**

- a. It is suggested that we plan BernCo Sheriff office (Capt. Jim Kimbrough) to have a bigger role in the NAACA annual meeting (not just a 15 minute slot at end).

**D. Annual Meeting changed to: 10/10/23**

- a. Fall newsletter will need to be published by 9/10/23

**E. Future Board Meetings: Note if nothing happening, meeting will be cancelled:**

6/13/23

7/11/23

8/8/23

9/12/23

**Start time:5:30pm**

**7) Adjournment: 6:23pm**

- a. Motion of adjournment by Amber Logan
- b. 2<sup>nd</sup> by Bill Rowland
- c. Unanimously Approved

**Next Meeting: 6/13/23 @ 5:30pm (no Meeting in May- Spring Clean!)**

**Minutes submitted by Peggy Valencia**