

MIRASETT HOMEOWNERS ASSOCIATION

MEETING MINUTES

March 26, 2017

6:30 p.m.

- I. Meeting to order, 6:41 pm
- II. Present Michelle Critcher, Gina Comeau, Gail Kramer, Paul Kramer, Rebecca Murinko, Habib Serhan.
- III. Meeting minutes: Motion to approve annual members meeting- tabled pending draft from Keith Nelson. The draft will be forwarded by email to board members for review and vote.
- IV. Finance Reports were not reviewed pending file transfer from Sheryl Kendrick.
- V. New board members introduced themselves and shared their skills, abilities and willingness or desire to serve. Discussions regarding officer elections and position requirements. Gail made a motion to elect Paul as President, Gina seconded. Gail made a motion to elect Michelle as Vice President, Gina seconded. Paul made a motion to elect Gail as Treasurer, Habib seconded. Paul made a motion to elect Gina as Secretary, Rebecca seconded. All positions approved by vote. Tom selected to lead the architectural committee.
- VI. Board terms were selected by draw. Paul and Tom drew 1-year term, Gina, Habib and Gail drew 2-year term, Michelle and Rebecca drew 3-year term.
- VII. Discussion regarding transfer of signers on HOA bank account. Sheryl and Randy will be removed from the account and Michelle Critcher as Vice President and Gail Kramer as Treasurer will be added as signers on the account.
- VIII. The HOA post office box will continue to be monitored by Michelle Critcher, the second key will be given to Gail Kramer as a back up.
- IX. Action items:
 - a. Gail will make amendments to the proposed budget that were approved at the members meeting.
 - b. Gina will work on ensuring that the approved covenants have been/are filed with the county.
 - c. Paul will work on updating the email distribution list for homeowners.
 - d. Discussion regarding communication strategies
 - i. Board will consider creating a postcard asking for contact information for homeowners and notifying about minutes from members meeting.
 - ii. And will consider asking homeowners if they would prefer electronic communications vs hard copy communications to decrease mailing costs.
 - e. Gail will research ability to receive dues electronically, PayPal/Square, etc.
- X. Next meeting scheduled for April 30th at 6:30 pm at Gina's house.
- XI. Meeting adjourned 8:18 p.m.