

# BELLE MEADE CIVIC ASSOCIATION

PRESIDENT  
ANDREA MANUEL

- Management and governance of the association
- Meeting agenda prep and distribution to board director for disbursement
- Voice of the Board

VICE PRESIDENT  
JEANNINE FORD

- General Operations and Support President
- BMCA Property Procurement Support
- By-Laws - New Board and General Neighborhood
- Committee Director

SECRETARY  
VICTORIA WATTS

- Meeting recordation and reporting
- Filings
- Membership/Sign-in sheets
- Laws
- Conduct Meetings
- Decision Follow up

TREASURER  
CYLERIA GERRETS

- Financial Tracking and reporting
- Meeting financial recordation and reporting
- Budget Manager
- Responsible disbursement once approved to by the board

DIRECTOR  
KENTRISHA TUREAUD  
Beautification Committee

- Determination of North and South Belle Meade House awards

DIRECTOR  
FLORENCE HINDES  
Welcome Committee

- Community Liaison
- Historical Knowledge Base

DIRECTOR  
MANUEL CHARLES

DIRECTOR  
MISSI FLATTMAN  
Membership Committee

- Recruiting & maintaining residents to join the BMCA

DIRECTOR  
CARLA DAVIDSON  
Sergeant at Arms

- Meeting Leader
- Correspondence Secretary

DIRECTOR  
BRADLEY MARTIN

- Block Captain Contact
- Night out against Crime
- Flyer & Signs distribution and placement
- Communication director

General Points of Interest: Traffic, Community Building and Crime

Items to be assigned: Code Enforcement, (Communications-website/facebook, membership emails newsletter), event planning, fund-raising, Advocacy & Influence (local government connections, Volunteer coordinator, Liaison for residents - internal, Neighborhood improvement tracking (clean up days, beautification projects, etc), Dispute resolutions