

Minutes from FLOA Board of Directors closed meeting

Saturday, September 19th, 2020 1:00 PM at the Forest Lakes Community Center

Board members present: Shane Williams, Gabrielle Zornes, Donna Brunton, Mack Hume, Shari Massion, Cal Phillips, Larry Prather, Rosanne Smith and James DePriest

(action items are highlighted in red)

1. Acting president Shane called the meeting to order at 12:58 pm.
2. Previous recorded minutes approval: Rose motioned to approve the minutes from the August meeting, Shari seconded and a unanimous "Yes" vote approved the minutes.
3. Treasurer's Report: Donna presented the finances statement summary. FLOA is in good financial shape with \$47,483.34 in the bank as of 8/31/2020. Shari motioned to approve the treasurer's report and Cal seconded. The report was approved by a unanimous "Yes" vote.
4. Rummage Sale Update: The rummage sale was a smashing success with a grand total of \$11,753.11 for the weekend. The donation jar collected over \$500.00. Shari oversaw every aspect of the sale and had over 30 volunteers that helped keep things safe and running smoothly. Donna's family helped immensely with the breakdown, cleanup and distribution of remaining items to thrift stores.
5. Elections: The annual election will be in May of 2021. **We will send out an eblast via Judy to let people know.** Candidate interest forms are always available on the internet website for printing.
6. Highway cleanup: ADOT highway cleanup went very well and a lot of trash and crunched car parts were removed from the roadside. Judy Summers did a fantastic job of coordinating the event. **Gabrielle will send her a thank you note from FLOA.**
7. Database Updates: As of August FLOA has 588 members. **Shane will call Judy Nelson to determine how many address books were ordered for the last printing. Shari will check with the water department to see if there are new owners to add to the mailing list.** Updated information will go to Donna and Gabrielle will help. **FLOA needs to decide on cost and advertising fees for the new booklets. Ads can be ¼ , ½ , or full page.** Donna found the cost for the 2019 printing: \$981.00 and it is very likely that the cost will go up for 2021. There was some discussion about possible coupons with local vendors in the address book but nothing concrete was decided. Also, it was discussed that the directory should be available in a PDF format for cell phones as that was popular in the past. **The database should be finished updating by the end of February so that there will be plenty of time for printing.**

8. Membership drive: The membership forms will be mailed out with a return addressed envelope for members' convenience. Only checks will be accepted; the Paypal account has been canceled due to fees and the very small number of people using the service. We will send out an eblast via Judy and also send stuffed envelopes with the membership form inside. Donna and her family will stuff and stamp the envelopes. She said that she will yell if she needs additional help. We discovered that the bank charges a \$51.00 fee for an overage of a certain number of line items in one month (each member's check). The Board discussed and decided that FLOA will pay the cost for that to make things simpler and quicker for Donna and all the members.
9. Improvements: Cal finished the bathroom. We still need a toilet paper holder. Rose got holders for paper towels and paper towel "bricks" to fit in them. Cal installed the storage cabinet in the bathroom, and patched the interior wall. Rose will paint these walls. Cal ordered exterior siding and will install that and paint the siding to match the existing paint. The bathroom floor in the ADA bathroom can be reworked but was not voted on at this time. Cal will also add additional interior outlets around the center for quilter's and possible other groups that might need them. He is also still working on reinstalling the A/C unit on another wall inside the center. The ramada construction plans were put on hold in 2020 due to Covid safety considerations. The cost for the previous ramadas was actually \$3,400.00 with a budget of \$4,500.00. Shane proposed that we build 2 more ramadas in 2021. The cost of construction materials will definitely be higher so the budget for this project will be discussed at the January, 2021 meeting.
10. Community Center Events: Gabrielle will create a community center usage file for the FLOA file cabinet. There was some discussion about a potential Christmas or holiday potluck event at the center but more discussion and planning is needed.
11. The January Board work session will be at Shari's house in the valley on Friday, January 8th at 11:30am. This session will be for Board members only.
12. Shane and the Board discussed the idea of setting aside a portion of FLOA funds each year to create a property/emergency fund for large/capital purchases or as a reserve in case of disasters. This would be a separate account set aside for these purchases. There was a motion by Shari to put the proceeds from the rummage sale this year into this fund. The motion was seconded by Mack and the motion carried with a unanimous "Yes" vote.
13. Ideas: A flashing sign that projects vehicle speeds was researched and would cost \$10,000.00 at this time.
14. Future events: a few tentative dates for 2021: Vacation Bible School will be July 4th -9th including set up for the program. The community market would be on Saturday, July 3rd.
15. The Hunter Safety Class for 2021 is scheduled for July 10th and 11th all day and would be in the community center for both days.

16. Memorial: **Shane and Shari will deliver Wayne's memorial book.** Rose suggested that a picture of the tree and the plaque be added to the book too.

17. Adjournment: Shari made the motion for approval, Donna seconded and the motion was approved by a unanimous "Yes" vote. Meeting was adjourned at 2:37 pm.