



Monday, 04/04/2022

## **Attendees**

Larry Howe, *President*  
Ryan Otero, *Vice President*  
Jordan Dempsey, *Secretary*  
Gale Armstrong, *Treasurer*  
Mellina Sterry, *Event Planner*

Meeting Called to Order at 6:36PM

## **Minutes, Old Business**

### Review March Minutes

- Gale motions to accept March 7th meeting minutes with grammatical corrections, Larry 2nds.

## **Minutes, New Business**

### Bookkeeper Interviews

- The board interviewed 3 different bookkeeping firms to provide financial services for the Heritage Parks community. Each interview was roughly 30 minutes and occurred in the following order.
  - Angela D. Rowe of *AR Management Services LLC*.
  - Sandra Hastings
  - *M&M Business Solutions, LLC*.
- The three individuals described the scope and cost of their services provided. The board asked questions regarding prior work, experience with QuickBooks, and other miscellaneous items.
- Gale Armstrong motioned to vote on choosing the next HOA bookkeeper, Second from Larry Howe. The board members present unanimously voted for *AR Management Services LLC* to fill the role of bookkeeper.

## Miscellaneous

- The board suggests that the secretary create a master list of all passwords and account details to ensure all information is passed onto future boards seamlessly.

**Motion to adjourn 9:03 PM by Jordan, 2nd from Gale**

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