

**Glencoe Oaks HOA
Board of Directors Meeting
Agenda – 1/10/19**

Minutes respectfully submitted by Brandon Nuziale

1. Call to Order
 - a. Meeting was called to order by Mary Jamison, Interim Board President at 7:01pm.
 - b. Brandon agrees to take meeting notes
2. Introduction of New Board Members
 - a. Michelle McConnell
 - b. Randy Wirkkala
 - c. Brandon Nuziale
3. Election of Officers
 - a. Mary reports that elections occur annually at the BOD meeting. Offices are held for 2 years.
 - b. Current members of the board- Christian, Mary and Chad each have 1 year remaining in their terms on the board.
 - c. There are 3 BOD positions- president, secretary and treasurer. Floor is open for nominations.
 - d. President – Duties reviewed by Mary. Chad nominates Christian. Christian accepts. All vote to approve. Christian will serve as Board President for 2019.
 - e. Secretary – Duties reviewed by Mary. Chad nominates Brandon. Brandon accepts. All vote to approve. Brandon will serve as Board Secretary for 2019.
 - f. Treasurer - Duties reviewed by Chad. Christian nominates Chad to continue in the role. Chad accepts. Chad will serve as Board Treasurer for 2019.
4. Treasurer's Report
 - a. Current Balance: \$xxxxx
 - b. Question raised if we need to place some of this money in a CD and have a separate emergency and operating fund in order to follow non-profit rules
 - i. Will need to check with a financial advisor or accountant
 - c. Planned Expenses
 - i. Annual Dumpsters
 1. Plan to initiate sign-up around the community to have residents sign up for shifts to watch the dumpsters
 - ii. Landscaping on Glencoe Road.
 1. Mary will inquire about costs for landscaping for the North end where the sprinklers do not work

Commented [MM1]: **Contact Board directly for balance**

5. Communication

- a. Website – Christian has maintained in the past
 - i. Michelle expressed some interest in helping to manage
 - ii. Website houses HOA documents, current Board members and announcements
- b. Facebook – Mary volunteered to continue to manage, will update with today's meeting minutes and updates.
- c. Newsletter
 - i. Agreement HOA should publish a newsletter twice a year
 - ii. Mary willing to put together

6. HOA Mail Box

- a. Annual cost \$60/ year
- b. Little is received through the mail, Chad reports most contact is made through the HOA emails as posted on the website.

7. Architecture Committee

- a. Responsible for reviewing any changes to the outside of members' home and front property (ie: painting and significant landscaping)
- b. Current BOD serves as this committee
- c. Christian proposes that there is no need for a full committee to vote on each request submitted to the board. If 3 members are in agreement, decisions can be made.
- d. Communication is important – the creating of an arch email address that would work like a distribution list would be helpful in improving turn-around time. Christian to set up for the BOD members.

8. Old Business

- a. Add new board members to the Dropbox that contains all the HOA documents- Mary to clean-up and prepare necessary documents
- b. Continue with supplying \$50 gift card to outgoing members of the board to Copper River – all agree

9. New Business

- a. Other ideas of community events
 - i. National Night Out
 - 1. Partner with the Hillsboro Police Dept- Mary will inquire
 - ii. Cookie Exchange at Holiday Time
 - iii. Game Night and BBQ
 - a. Possible use church as venue
 - b. Possible additional of health fairs if there is an interest

10. Next Meeting: Will plan to meet quarterly. Next meeting with meet at Christian's house on March 14th at 7pm.

BOD Meeting adjourned at 7:39pm

BOARD OF DIRECTORS ROSTER

Christian de Verteuil, BOD President

Chad Hartley, BOD Treasurer

Mary Jamieson

Brandon Nuziale, BOD Secretary

Randy Wirkkala

Michelle McConnell

To contact the BOD, please email - board@glencoeoakshoa.org

The BOD president can also be reached directly at
president@glencoeoakshoa.org