

# BCHA GENERAL MEETING AGENDA

WOMEN'S CLUB 12/11/2019 7PM

- I. Call to Order
- II. Approval of October 23, 2019 Information Only Minutes -Kim Barr
- III. Treasurer's/Bookkeeping Report–Pam Parker  
 CHECKING BALANCE: \$19,855.02 SAVINGS: \$67,169.36(\$10,000.00 FOR CATAclysmic REST IS FROZEN FOR WATERLINE)  
 60-90 \$5761.70(50 members 32% of membership has not paid) 90+ \$4,763.90(14 members 5 on payment plans, term 5, working with lot/lease holders on rest)
- IV. Low case updates
- V. Committee Reports
  - Concession Stand-Pam Parker
  - Equipment/Arenas/ Update on City Arena Progress -George Cowan/Scott Pastore
  - Events- Brittany Davis, Scott Donnelly, ZeAnne Hesterman,
- VI. Bylaws- Sarina Rohrig  
 (Will be in newsletter and will be voted on at February 2020 General Meeting)

Current	Proposed
ARTICLE SIX DUES AND ASSESSMENTS	ARTICLE SIX DUES, ASSESSMENTS, FINES AND PENALTIES
	Section 6.05 Fines/Penalties A. Should the BCHA be fined or penalized for any member/s violation of city, county, state, federal, civil, personal, or any other code that member/s will be direct billed for the entire amount of said fines/penalties. In the event that the BCHA is fined or found to be negligent due to any member/s violation of a city, county, state or federal code, regulation, ordinance, or statute or have a judgment rendered against the BCHA for any of these violations or negligent actions by one of its member/s , the total dollar amount of the cost of the attorney fees if any as well as the total dollar amount of the fine, penalty or damages not limited to actual damages but also including any punitive damages if so levied or awarded by a Court of Law will be the sole liability of the individual member/s to indemnify and hold the BCHA harmless. Any of these so stated fines, penalties, awards or judgments so levied or awarded by any governmental officer, or judge shall be directly billed to the member/s who were found or determined to be at fault. Lot lease holders are ultimately responsible for the actions of their renters. Both the lot/lease holders and any renters shall indemnify and hold the BCHA harmless. In the event the amount remains unpaid for a period of up to 60 days said judgement, fine, penalty or award will become a lien against last known lot lease holders of the renter found in violation per Bylaw Article 5.

CURRENT	PROPOSED
<p>DEFINITIONS Section 4.01 BOARD The Board of Directors of the BCHA</p>	<p>DEFINITIONS Section 4.01 BOARD The <b>Executive</b> Board of Directors of the BCHA</p>
<p>Section 7.02 Officers. The officers of the BCHA shall be a president, vice president, secretary, treasurer and three directors, one director serving a term of two years and two directors serving terms of one year, with one 1-year director and one 2-year director being elected each year at the annual election of officers. Check signers cannot be family members and will be designated by the sitting board.</p>	<p>Section 7.02 Officers. The officers of the BCHA shall be a president, vice president, secretary, treasurer and three directors, one director serving a term of two years and two directors serving terms of one year, with one 1-year director and one 2-year director being elected each year at the annual election of officers. Check signers cannot be family members and will be designated by the sitting Board. <b>All Board members will be required to sign a non-disclosure to be kept on file.</b></p>
<p>Section 7.07 Duties of Officers. D. The <b>Treasurer</b> shall: 1) Maintain a general fund and a special activities (rodeo) fund, 2)Receive funds and issue receipts for memberships, annual dues, assessments and utility charges 3) Prepare and present an itemized statement of receipts and disbursements for general membership meetings, 4) Disburse funds at the discretion of the Board, 5) Issue statements for dues, assessments, and utility charges, 6) Accept membership applications and lot transfer requests for submission to the Board for review and approval, and 8) Perform such other duties as assigned by the Board.</p>	<p>Section 7.07 Duties of Officers. D. The <b>Treasurer</b> shall: 1) Report account balances at all meetings 2) Obtain from the bookkeeper and have available an itemized statement of receipts and disbursements for all meetings, 3) Obtain from bookkeeper statements for dues, assessments, utility charges, certified letters and mail out 4)Receive checks written by bookkeeper for payments, make sure supporting backup documentation is attached, obtain the two necessary signatures required and mail out 5)Submit check requests to bookkeeper only if have approval from 4 Executive Board members 6) Accept membership applications and lot transfer requests for submission to the Executive Board for review and approval, and 8) Perform such other duties as assigned by the Executive Board.</p>

CURRENT	PROPOSED
	<p>ARTICLE TWENTY-FOUR BOOKKEEPER</p> <p>Section 24.01 Requirements Bookkeeper must be licensed, bonded and insured. Bookkeeper must have extensive knowledge of QuickBooks, all computer programs and all accounting practices.</p> <p>Section 24.02 Bookkeeper Duties The BCHA will retain a bookkeeper to perform the following: 1) Maintain a general fund and a savings account, 2)Receive funds, check mail and drop box, make all deposits and issue receipts for memberships, annual dues, assessments and utility charges if requested 3) Prepare balance, P&amp;L, A/R and any other reports request to be presented at general membership meetings, 4) Disburse funds at the discretion of the Board, 5) Issue statements for dues, assessments, and utility charges, 6) Balance all accounts, 7) Supply all information to tax preparer each year, 8) Attend all general membership meetings to collect payments from members and 9) Perform such other duties as assigned by the Board.</p>

- VII. Caretaker Report-Bill
- VIII. 4-H Update-Bill
- IX. New Business
  - Budget
- X. Next Meeting will be on 2/19/2020 @ 7 PM, Women's Club.
- XI. Adjournment