



## BOARD OF DIRECTORS MEETING

Saturday, January 16, 2021

ZOOM

### MEETING MINUTES

CALL TO ORDER – 9:00AM

#### ROLL CALL

President: Harry B. – Present	Fundraising Chair: Lori Doody - Present
Vice President: Lori D. - Present	Membership Chair: Norman L. - Present
Secretary: Gary M. - Absent	Operations Chair: Jay D. not elected yet
Treasurer: Lew G. - Present	Building Manager: Tyronne G. - Present
Assistant Treasurer: Troy H. - Present	Trusted Servant Liaison: Rick J. not elected yet

#### OFFICER REPORTS & FOLLOW UP ITEMS

- **President** – Nothing to report.
  - **Need to email membership and let them know locks are being changed. Send draft to Building Manager for review.**
  - **Send Building Manager list of contacts from last year**
  - **Sign conflict of interest form and return to Treasurer's mailbox in office**
- **Vice President** – Nothing to report
  - **Sign conflict of interest form and return to Treasurer's mailbox in office**
- **Secretary** – Nothing to report.
  - **Send out meeting minutes for BOD approval and send to Webmaster**
  - **Sign conflict of interest form and return to Treasurer's mailbox in office**
- **Treasurer** – Will distribute year end financials and January financials at next meeting. Looking into an alternate accounting software as well as an alternate trash service with Building Manager.
  - **Email out conflict of interest form to BOD for signature**
- **Asst. Treasurer** – Previous Asst. Treasurer wrapping up final deposits from last year and will give to Troy this week. In possession of a cashier's check from Joe D. for his repayment to BOD.
  - **Sign conflict of interest form and return to Treasurer's mailbox in office**
  - **Give Treasurer cashier's check for deposit**
- **Fundraising** – Nothing to report
  - **Sign conflict of interest form and return to Treasurer's mailbox in office**
- **Membership** – Plans to reach out to general membership and provide a welcome to 2021 membership letter. Plans to transmit information via Wild Apricot and Facebook. Will reach out to Secretary and prior Membership chair for assistance. Putting together a



small group to make phone calls to membership solicitating funds and new potential members.

- ***Sign conflict of interest form and return to Treasurer's mailbox in office***
- ***Send script to President & Secretary for review prior to release to general membership***
- **Operations** - Nothing to report
  - ***Sign conflict of interest form and return to Treasurer's mailbox in office***
- **Building Manager** – Re-keying of the clubhouse is currently in place. Keys will be made available by next weekend.
  - ***Sign conflict of interest form and return to Treasurer's mailbox in office***
- **Trusted Servant Liaison** - Nothing to report
  - ***Sign conflict of interest form and return to Treasurer's mailbox in office***

#### **AGENDA ITEMS - NEW BUSINESS**

- Motion made by Fundraising Chair to accept Rick J to the board as the Trusted Servant Liaison position. Motion 2<sup>nd</sup> by Vice President: Motion passes
- Motion made by Vice President to accept Jay D to the board as Operations Manager position. Motion 2<sup>nd</sup> by Membership: Motion passes
- Motion made by Treasurer to accept Christopher D to the board as Webmaster. Motion 2<sup>nd</sup> by Building Manager: Motion passes
- Board Meetings to be conducted on the 2<sup>nd</sup> Saturday of every month at 9:30am
- Discussed opening up coffee service and/or allowing people to bring drinks into the clubhouse. Table topic for next month
- Treasurer to reach out to Joe D. regarding repayment plan

Motion to adjourn by Building Manager, seconded by Treasurer. Meeting adjourned 9:30AM