

CNA Board Meeting Agenda

May 7, 2016

Meeting called to order by Lorenda Ward at 9:04 am. Board members present were: Eddie Owens, John Blair Jr. (Vice-President), Pete McKenney, Naomi Smith (Treasurer), Stephanie Brown, Lorenda Ward (President), and Dutch Zuidema. Meeting was held at Lorenda Ward's house. No homeowners were in attendance. Lorenda volunteered to take the minutes in John Decker's (secretary) absence.

Treasurer's report (Naomi): Naomi reported that there were 17 homeowners who still need to pay their annual dues and there is one homeowner that is past due multiple years. Past due notices were sent out at the same time as the annual meeting notice and voting ballots. Expenses since last meeting were portable toilets cleaning, postage for mailing, DPOR registration and annual fee, spring clean-up expenses (mulch, boards, screws), and lock replacement and welding (lock was stolen from common area II so both locks were replaced and welded to chain).

Common Area Team Report (Dutch): Dutch reported that we had a successful spring clean-up and that we had a lot of new neighbors participate. Appreciation was expressed again for all who came out to help. Only things left to do is common area I, to clean around the picnic tables once the area dries out. Reported that the grass is getting high in the common areas but the lawn care service is waiting for the area to dry out before cutting. Referred to having to buy new locks and weld them to the chains. Brief discussion on the condition of the launching pier for common area II and the last pier in common area II. We'll be keeping an eye on both, recognizing that in 2017 the reserve fund will be redone.

Old Business:

Review Action Items:

Date	Who	Action Item	Status
3-Oct-15	Lorenda	review editing rules and restrictions for social media site and ask John D to test	pending
7-May-16	Lorenda	Use social media as another means to communicate with community	Discuss at annual meeting
16-Apr-16	John B	review options for CD renewal and make recommendation whether to roll over or obtain different term	pending
7-May-16	Stephanie	Review other financial options for investing reserve funds that meet association rules	pending
16-Apr-16	Pete	change combination for lock on common area gates on May 15	pending
16-Apr-16	Dutch	notify portable toilet vendor of change to gate lock combination	pending
7-May-16	Dutch	notify portable lawn service of change to gate lock combination	pending
16-Apr-16	Naomi	work with mailing vendor for election mailing to all eligible lot owners by May 1	completed
16-Apr-16	Lorenda	provide draft of annual meeting agenda for May 7 BOD meeting	completed
16-Apr-16	Naomi	Change website to show updated location for May meeting	completed
7-May-16	John B and Naomi	Compare reserve study with actuals to report out at annual meeting	pending
7-May-16	John D and Stephane	John D to access CNA supplies to see what needs to be replenished before annual meeting and coordinate with Stephanie.	pending

7-May-16	Lorenda	Update ballot counting sheet	pending
7-May-16	Naomi	Create a membership check in page with only lot numbers and update dues payment for ballot comparison	pending
7-May-16	Naomi	Update website on annual meeting; Wake Edgers demo, and flyers from local businesses.	pending
7-May-16	Lorenda	Poster like notification on bulletin board to include update annual meeting info	pending
7-May-16	Stephanie	Took possession of extra copy of files to duplicate and pass to John D	pending

Discuss ballot/election letter to membership and identify any nominations received to date. This was done before the May 7th meeting to meet the 30 day window for mailing. No new nominations received by mail or by email.

Discuss Annual Meeting plans and agenda. Discussed logistics for annual meeting. All Board members who are able will meet at 9:30 am to help with cleaning off the picnic tables/pavilion area and moving the tables underneath the pavilion, if needed. A table will be set up for homeowners to sign in and verify information (Naomi will check homeowners in. Lorenda will bring a table and chair for Naomi to use for setup). Stephanie will bring table and a few chairs to set up the ballot counting area. She will also oversee the volunteers doing the counting. Lorenda will update the ballot sheets used for counting ballots. John B. was able to reach out to a few of the local business owners in the neighborhood and Wake Edger is able to do a demo of some of their products and talk about the services they offer. *[update: Wake Edger will demo-latest water sports equipment, boats and technology.]* Board decided that it would be best to have the discussion occur towards the end of the annual meeting while the ballots are still being counted and verified and then have the demo after the meeting. John B is also working with Art and possibly Vito's to have flyers on their businesses at the annual meeting. *[update: attend meeting to receive important info on home septic systems and exciting info on new deli-like restaurant opening at LKA.]* Discussed best way to get the updated information out to the community. Naomi will update website and Lorenda will create poster like notifications to go on bulletin boards. Dutch's wife (Connie) and John D will be smoking the pork shoulders for the annual meeting and will also pick up buns, coleslaw and make sauces.

New Business: Discussed priorities for common area improvements for next fiscal year. Several ideas were proposed and will be brought up at annual meeting (level an area for picnic benches in Common Area I with a look to the future of possible permanent shade being added, mulch for Common Area I and more mulch possibly more mulch for Common Area II (will need more volunteers to spread if this occurs), a shed to hold CNA materials that have been purchased and are now being stored at various board member homes/garages.) Reserve study will have to paid for in 2017.

Meeting Adjourned at 10:35 am.