

April 11, 2007

**Board Member Committee Meeting Minutes**

**Attendees:** Sean Greany  
Annette Still  
Jan Northan  
Darlene Davidson  
Claudius Ori

*Meeting Organization* **5-0 Vote**

- Sean will open each meeting
- Each member will state their agenda as follows:
  1. Jan – Financials
  2. Darlene – Update previous meeting minutes
  3. Annette – Board business
  4. Sean – Board business
- Sean votes only if necessary due to a member tied vote
- Meeting agenda presented a week before board meetings
- Next meeting on May 8, 2007

*Financials* **4-0 Vote**

- Current bills approved
- Quarterly reports will go out in June
- Collection discussion
- Setting fines

*Committee Books* **4-0 Vote**

- One book for each committee
- One book for each board member

*Website* **4-0 Vote**

- Add committees
- Add board pictures
- Add 6 pages (for committees)
- Add email address
- Board member phone numbers to be deleted from site
- Add complaint section

*Newsletter* **4-0 Vote**

- Opt out form
- All newsletter information must be in by the 25<sup>th</sup> of each month for the monthly publication
- Newsletter to be released the 1<sup>st</sup> Friday of each month
- Newsletter advertising

*Phase Leaders* **4-0 Vote**

- Add phase leaders
- Establish phase leader guidelines
- Board must approve all phase leaders
- Once leaders are voted they will be on the website

*Lawn Care* **4-0 Vote**

- Get more quotes

*Architectural Forms* **4-0 Vote**

- Use current forms until revised forms are agreed upon
- Forms will be put on the website