

GHPOA Board Meeting 6/2/18

Agenda and Minutes

Meeting called to order at 10:10 am

Present: Melissa, Carrie, Sandy, Mark, Becky, Annette (Quorum present)

1. Review minutes from annual meeting

- Minutes reviewed and approved, Sandy to send to Carrie and she will attach the list of new board members and attachments that were handed out in the annual meeting

2. Review and assignment of duties of officers (based on by-laws)

- Follow-up on tasks:

Banking transition has taken place - as of April 30- approximately 33,000 in the bank, received 500 additional, paid out 1263.00 in mowing/ power
Currently have approximately 31,000

- Drew and Melissa to be back up administrators – for the Website
- Discussion about Roles:

Overlooking and reviewing the insurance: Review of Bylaws and roles: Carrie reviewed the roles of Secretary and Treasurer – review of insurance was assigned to the Treasurer

3. Establish consolidation of information. Cloud?

- We are being asked as POA to maintain records for 5 years-
- Questions as to how info is transferred between secretaries- Sandy will follow-up with Jeff about minutes from his tenure
- Carrie has identified that we are paying insurance on a truck
- Carrie asked if we could upload insurance info onto the website – she will check to see if BB & T has a PDF that can be uploaded

4. Contract review

- Revisit of snow removal - we need to set up a contract – will get a bid from P3 and extend request for bids, Becky to follow-up with Neil Banks
- Review Lawn mowing – we have a new contract signed by Dave Jewell
- Updates on tree removal and pavilion repairs - Sandy has requested two quotes for repairs to Pavilion – awaiting quotes / Melissa is following up with getting quotes for tree removal – she will give her info to Annett who will follow-up on getting quotes. Carrie will give additional contacts

5. Review of insurance liability (email sent prior) / and common interest property coverage

- Was determined that the Treasurer would be responsible for review of all policies for accuracy and to ensure the policies are paid
4 months prior to expiration the policies should be reviewed.

6. Update on purchased Web site –

- Issue with Website – something is broken on old website –Jeff is working on it now so he believes that in 24 hours the new website will be active - no longer a construction website. All may need to re-register for the website once it's up and running again. Jeff will send a general notice out to the community. Drew will be the administrator as well on the Website – Melissa will be of assistance as well given IT background.

7. Review of ramp closure and establish contact with Bakerton fire department.

- Bakerton Fire Department has a board. Becky will contact board to find out if we can attend the board meeting. We won't do anything until we have had a chance to discuss issue with the Fire Department.

8. Flooding concerns of community and run off from Bakerton Road

- Multiple property owners have lost river front and had flooding in their homes.
- We have a rip- wrap design and river flow study - Melissa and Carrie to look at what we have – for resource information for home owners. Discussion about getting this critical information on the website. Becky will post flood info on both Facebook and the NextDoor Glen Haven

9. Board has the option to rent the Pavilion for more if there is a non-member

- This fee will be \$100.00 if you are not a paid member, \$25.00 for paid members

Other business: We should consider building a To Do list for the neighborhood looking long term for needed projects: new well for water drainage, new dock, new roof for pavilion

Upcoming Events:

Pot Luck: June 30th 6 pm

Next Board Meeting will be: July 14th 10 am at the Pavilion

Meeting adjourned: 11:14 am - Minutes prepared by Sandy McCombe Waller