

## **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 30<sup>th</sup> 6 pm

Next Board Meeting will be: July 14<sup>th</sup> 10 am at the Pavilion

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