

## **Glen Haven POA Board Meeting – 3/09/19**

Present: Mark, Carrie, Sandy, Melissa

### Agenda/ Minutes

#### 1) Follow-up on billing of dues.

Sandy was given the address corrections to modify the labels. We also received two “return to sender” envelopes.

Discussion regarding billing of full empty and partial lots

Annette is working on billing spread sheet

All paid members have been sent a receipt and asked to go to the website

#### 2) Annual meeting is in 6 weeks

Will change bill notice to say reminder – the annual meeting notice will go out there

We will need to notify all property owners of the Annual meeting no more than 30 days and no less than 10 days prior to the meeting to be compliant with POA rules

#### 3) Website update

Multiple people logging into the same gmail account – was creating warnings. Mark as it set as he is verification person so he can approve it. Whoever responds to community email should have access. Locked down to Carrie, Mark and Annette

Anyone who is a member can show balance due- he can go off treasury doc to show individuals are in fact paid and identifies that now on the website. Next year we'll be able to have website send the receipt of payment

#### 4) Document boxes

Plan should get all the documents scanned. Document management scanning – Melissa working on a quote

#### 5) Plan to have an audit report - summarize results and post – Becky to submit the final recommendations

6) Law that require licensed business to file any changes – Our address is not compliant. Also we need to refile articles of incorporation, change in members of board has to be reported. This must be reposted each year. As result we can change the Articles of incorporation. There's no stipulation of how to change them. We can change these – since we are required to file. Changing the Article of incorporation can be changed without a vote. Discussion ended with recommendation that we take this for discussion at the Annual Meeting to review a draft of the intended restatement of the Articles.

7) Something needs to be done with the barrier at the end of Marilyn – posts in concrete is recommended- Melissa to talk to Dave about putting post in- approve to fix this. We would like to

transition to a gate or chain that can come down during heavy snow allowing the first push to go toward the river

8) Dates for the Spring Clean-up - April 27<sup>th</sup> 10am, the day of the Annual meeting hoping to see more people participate. Goals are to fix / remove wishing well roof and put a lid on it, removal of remaining tree stumps /limbs. A dumpster is to be rented for the day for removal of large pieces.

9) Dock is believed to be found on the lower river bank. There was discussion about maintenance of the common property. Idea discussed to pay for services to keep bathroom and pavilion kitchen clean. Decision was made to pay for services to the bathroom and pavilion cleaning (Fire department to clean pavilion floor and ramp for pay if they are willing). The Board feels this is necessary as no volunteers come forward when requests for cleaning assistance to community are posted. Decision was made to post an announcement to look for individual to repair the dock for pay.

10) Need volunteers to come forward for Board Members to fill the upcoming Board vacancies – discussion about options for what to do if we cannot get a board - discussion planned at annual meeting to explain what happens if we disburse as a corporation. Option may be to go a corporation. Carrie to find out what happens if we do dissolve as a corporation and in particular what happens to the community money and assets. We will post a notice at mail boxes and on website looking for Board member recruits.

11) Reminder Annual Meeting is 4/27 at 1 pm

Addendum:

Several days following the meeting it was determined that the “found” dock was not the community dock. We did however received a donation of a dock from Jenny Thatcher. The dock appears to be in good shape.