

CCEHA Board Meeting Minutes

January 23, 2010 12:30 to 12:50 pm

Held at the Deming Senior Center following the 2010 Annual Membership Meeting

Call to Order: Meeting was called to order at 12:30 pm by Ron Wolfe, President. Other Board Members present: Yenny van Dinter, Director, Pamela Gulbrandson, Secretary, Jackie Rankin, Director, and Gail Root, Director. Absent: Phil Swart, Vice President and Jess Hays, Treasurer

Ron welcomed the new board members and thanked the outgoing ones – Kathleen Elmore and Bruce Fletcher for their contributions. Kathleen did an excellent job holding it together for the past 2 difficult years. Bruce had a good accomplishment by bringing in an outside bookkeeper.

Ron Wolfe thanked the community for the large turn out at the meeting and with the voting. This is believed to be the largest voting participation.

Old Business:

- **01/13/10 Board Meeting Minutes** were reviewed. Jackie made a motion to accept the minutes as written. Yenny seconded it and the vote was unanimous.
- **Committee Volunteers for 2010** – Thanks to all of the volunteers on these committees in 2009. With budget cuts they all did a great job. Pamela shared that all of the committees have volunteers for 2010. There is still room for more on committees if anyone wants to volunteer. The Activity Committee probably has enough at 10. We will send out a separate note of all the names of committee volunteers. In reference to committees, due to the tight budget, the chairs of these committees are asked to gain approval from the board if they plan to spend in “one time” 10% or more of their budget. The exception to this is for the Facilities Committee. If an emergency arises, we would expect them to address this in due haste. Pamela will send an email to the committees about this request of approval before large outlays of funds. Gail Root mentioned that we need to have more concrete report outs from these committees at the board meetings. This will be placed on the next board meeting agenda.
- **Street Signs within CCE** – Jackie Rankin has tried repeatedly to contact Mr. Patel with the city and she isn't getting very far. Ron will go with her to meet with him in person.

New Business:

- **Treasurer Position that was just filled** – Jess Hays notified the board that due to health reasons he cannot fulfill this position at this time. Ron recommended that we appoint Pam Fletcher to fill in temporarily until we can determine if we need to replace Jess for the remaining of his term. Yenny made a motion to appoint Pam Fletcher, Jackie seconded it and the vote was unanimous.
- **Action items from the Annual Membership Meeting** – none for the board. Some committees received some.

- **Age Verification for HUD Compliance** – Gail accepted the role as contact for establishing a committee. Pamela will help him. Gail will gather what has been done and the HUD requirements spelled out in the By Laws to get this year’s verification done. Ron asked that we put together something explaining to the homeowners that we are required to do this. Pam Fletcher suggested that we send this out with the association dues. Even if this would save some monies, the consensus of the board was that we want to get the form and letter correct so we can get good responses back. Gail will update the board at a future meeting.
- **Administrative Procedures for Committees** – Gail asked when we would be asking the volunteers that are on various committees like the Budget and Nominations & Elections for some notes and process documents. Ron indicated that we could ask these 2 committees for that now while it’s fresh in their minds. This will help volunteers in the future. This will be on next board meeting agenda.
- **Next Board Meeting** – February 25, 2010 at 6:30 pm in the CCE clubhouse. We will discuss the ongoing schedule of the board meetings since we don’t have all of the members present.
- **Adjournment** – Pamela motioned that we adjourn, Jackie seconded and the vote was unanimous. Meeting adjourned at 12:50 p.m.

Respectively Submitted,

Pamela Gulbrandson

CCEHA Secretary