

CCEHA Board Meeting Minutes
January 26, 2013, 10:55 a.m. to 11:05 a.m.
Deming Senior Center

Call to Order: Mary Kay Brady called the meeting to order at 10:55 a.m., following the CCEHA Annual Meeting. Roll call was taken with Board members present: Mary Kay Brady, President; Linda Anderson, Treasurer; Dan Welch, Vice President; Phil Swart, Director; Janet St.Cyr, Secretary. Outgoing Secretary, Pamela Gulbrandson present to assist in transfer of secretarial responsibilities. Non-board member present: Yenny VanDinter.

Unfinished Business: Minutes from December 6, 2012 Board meeting and January 26, 2013 Annual Meeting will await approval after Pamela has had opportunity to complete them.

New Business:

- Moved by Mary Kay Brady and seconded by Janet St.Cyr that the two unexpired Board Director terms of one year each be completed by Janet Hayhurst and Cheryl Richardson. Motion carried.
- Letters regarding updating of Board members will be appropriately signed and sent to First New Mexico Bank, attorneys Helen Bennett and William Perkins, State Farm Insurance, and Pollard Insurance.
- Going forward, Board members agreed that monthly Board meetings continue to be held the third Thursday of each month at 3:30 p.m. in the CCEHA Clubhouse.
- Mary Kay Brady has invited a Board strategic planning session be planned for February 7, 2013. Topics to be addressed are: architectural committee, rental agreements, document retention policies, contracts, insurance, storage and fire safe cabinet, auto pay billings. In addition the board will begin to assess policies, procedures and rules.
- Mary Kay Brady reported that Linda Anderson will be working with our accountant, Tamara Hurt to complete an audit of 2012, prepare income taxes and assist the Board with a document retention policy.
- Yenny VanDinter submitted a check request for \$150.00 donation for use of the Deming Senior Center for today's annual meeting. Approved. Check will be sent with letter of gratitude to DSC, c/o Barbara Rios.
- Meeting adjourned at 11:05 a.m.
- Next regularly scheduled CCEHA Board meeting: Thursday, February 21, 2013 at 3:30 p.m. in the CCEHA Clubhouse.

Respectfully Submitted,

Janet St.Cyr
CCEHA Secretary

Approved 2/21/2013