

**Seven Lakes West Landowners Association
Board of Directors Organizational Meeting
Friday, April 10, 2009
West Side Park Community Center**

Call to order:

President Ron Shepard called the meeting to order at 7:30 a.m.

Directors present: Adam Wimberly, Karen Milligan, Mick Herdrich, Ed Tuton, Ron Shepard, John Hoffmann, Ed Silberhorn, Kathy Kirst, and John Goodman. Absent: None. A quorum was established.

Also present: Katy Patnode representing the community manager.

Calendar of events and meeting dates for fiscal year 2009/2010:

The schedule of meetings was circulated to directors. Work sessions will now begin at 9:00 a.m. on the second Tuesday of the month unless directors are notified otherwise.

SLWLA mission statement:

Association records will be searched to obtain a copy for circulation to all directors.

Committee chair assignments:

Ed Silberhorn made, and Kathy Kirst seconded a motion that all standing committees be chaired by a member of the board of directors. The motion passed without objection.

Kathy Kirst moved that the Library Committee be added to the list of board committees.

Ed Silberhorn seconded, and the motion passed 9-0.

John Hoffmann moved that the association president be named chair of the Long Range Planning committee, with an option to designate a deputy chair to assist in that function.

Adam Wimberly seconded, and the motion carried 9-0.

John Hoffmann cited, as an example, the selection of the Chairman of the CERT team as a potential deputy chair of the Safety and Security Committee, although no appointment was made at this meeting. Candidates are being interviewed.

He proposed that all "safety oriented" committees, such as the lake patrol, CERT be included within the purview of the Safety and Security Committee.

The president noted that while current committee chairs will be informed that a board member will be titular chair of each committee, the Deputy Chairperson will run the day to day operations of each committee.

The president requested that each board member list the committees which interface with their function, so assignments of chairpersons can be facilitated. In addition, each director was encouraged to attend a committee meeting outside their area of experience, to assure that all directors are more fully attuned to the workings of these groups.

Ed Tuton will now be responsible for the Communications Committee, with Karen Milligan as the designated co chair.

It was noted that WSPCC is a valuable asset of the community, and that a distinct committee should be created to oversee the long range aspects of the facility.

Committee chair assignments cont:

Accordingly, John Goodman, director of infrastructure, was designated to provide budget oversight, adequacy of financial reserves, planning of necessary capital improvements, completion of a long planned walking trail, and other long term projects. Day to day functional operations and maintenance will be overseen by the community manager.

Ed Silberhorn moved that Mick Herdrich, assisted by Karen Milligan as deputy, maintain oversight of functional operations and the budget of WSPCC, in coordination with CAS. John Hoffmann seconded, and the motion passed without objection.

Safety and Security:

John Hoffmann announced, in the interest of continuity, that Blaine Rowland has agreed to serve on the Safety and Security committee.

Area Representatives:

Ed Tuton will continue to be designated board chair of this function. Director assignments for the telephone tree emergency notification process were distributed to the appropriate parties.

Board Communication Procedures and Operation:

The president suggested that internal board communications be initiated via telephone rather than email where possible. In addition, he requested that committee reports be completed for review two to three days prior to board work sessions when possible. He also asked that the communications committee create a standard report format to be utilized for committee reports. Karen Milligan will pursue this request with the communications committee.

Review of association governing documents:

Copies of covenants, by-laws, rules and regulations, and ARC rules were provided to the newly elected directors for review. A brief review of these documents was provided by the legal director. Director Hoffmann requested that an organization chart be created.

Financial review:

Treasurer Kirst explained that financial statements of the association, prepared by Certified Public Accountants, are available for perusal at the association office. As a matter of clarification, only the check register will be available for examination at board work sessions, and the internally prepared interim financial statements will be available at general meetings.

Pending projects include a refinance of the mortgage on the community center early next year.

The treasurer expressed surprise that the lock box arrangement for collection of association dues and fees has not been implemented. John Stone, principal of CAS, stated that the difficulty arose from accounting for various fees, including boat storage, boat registrations, Etc. which are included in the annual billing.

Financial review (continued):

He also noted that we may see delays in foreclosure proceedings against delinquent lot owners under legislation being proposed to the state legislature. A group of professional management companies is seeking to oppose this bill.

Executive session:

Executive session was held from 11:08 a.m. until 12:58 p.m.

2009 – 2010 board goals and priorities:

Discussion will be deferred until the next scheduled work session.

Adjournment:

Without objection, the meeting adjourned at 1:01 p.m.

Submitted by,

Ed Tuton, secretary