

CCHA Board Meeting Thursday 11/15/17

Attendance

Sharon McNulty, President; Ryan Duffy, Secretary; Rachel Denton, Treasurer; Kathleen Forsyth, Director.

Absent: Lindsey Smith, Director; Erika Vikor, Director

August Meeting Minutes

The Board approved. Ryan to send to Patty Steele, HAKC for webpage posting.

Board Member Changes

Erika Vikor was voted in as a new member at the September meeting. Lindsey Smith has resigned due to a pending move out of CCHA.

The Board needs to assign new roles for the positions of Vice President, Block Captain Coordinator and Communications Director. The Board discussed the new roles and responsibilities.

Unanimous board vote on new roles: Ryan, Vice-President; Kathleen, Secretary effective after this meeting. Sharon will talk to Erika about assuming the Block Captain role.

Phil Watkins, former board member, has offered to continue helping with newsletter and Nextdoor owner confirmations. Discussion of how we handle the vetting process. Sharon will check with HAKC to confirm process of CCHA notification. Board member will be update Phil.

Fall Rendezvous Recap

The Board believes that the total attendance of 173 might have been a little low, and that more people attended. Need a better system for distributing meal tickets to gain a more accurate count. The 2017 event was \$100.27 over budget.

Rachel proposed moving the party to later in the day. 4-6 p.m. She reported on the Fairway HOA party, and will do some research into what they do differently, and how it was paid for. Discussed rearranging tables next year and adding round tables. The need for a better bounce house was unanimously agreed on. Discussion about how music should play a bigger role, a new food vendor, and keeping it on Pennsylvania.

Treasurer's Report

Budget current and on track through November. Three residents still in arrears to CCHA. Ryan will check on how many letters have been sent.

Rachel to email 2018 budget report to Board members for review. Due to HAKC in December.

Discussed reviewing policy and setting a standard. HAKC to enforce policy. Checking with block captains to see if they know if extenuating circumstances.

Sharon will contact vendor and get 2018 snow removal contract in place. Same terms as last year.

2018 Schedule

Board Meeting Dates:

- March 8 at Sharon's house
- May 17 at Kathleen's house
- August 16 at Rachel's house
- November 15 at Ryan's house

Event Dates:

- Garage Sale June 9
- Fall Rendezvous September 8

Sharon to check with Erika on scheduling another Block Captain get together in January 2018.

Annual Letter

The Board will review and update the letter we've been using for the past several years. Discussed ways to make it more conversational and friendly. All to review and get suggestions back to Sharon by 11/20.

Holiday Cookies

Ryan will order, pick up and distribute cookies to the local Metro Patrol and Fire Department locations.

HAKC Annual Dinner and All Boards Dinner

Sharon updated the board on these events.

Community Updates

There is a Waldo-Brookside plan being developed with leaders from both neighborhoods participating. The current plan for Bryant School is for its grounds to be re-purposed into a park. No final decision has been made about the school building.

Board Document Storage and Communications

Sharon said she had read that HOA documents must be maintained by the Board "in perpetuity." She is going to follow up on this to determine if this is indeed the case – and exactly which documents must be held. The Board discussed scanning the documents by using a student volunteer who needs service hours.

Everyone agreed to set up CCHA specific emails with naming convention lastnameCCHA@gmail.com.

Next Board Meeting

The next CCHA Board meeting will be held March 8 at 7 p.m. at Rachel's home.