

Greenway Fields Homes Association
Approved Minutes of the Board of Directors
January 19, 2015

Attendance

The meeting was called to order at 7:03 at the home of David Slawson, 400 W. 63rd St.

Board Members:

Present - Neil O'Connor, Nola Devitt, David Slawson, Sarah McCracken, Jeanette LePique

Absent - Cady Seabaugh, Scott Kaiser, Bob Deeg, Vern Stilwell

I. Agenda

Agenda for January 19, 2015 meeting submitted and approved.

II. Old Business

A. Approve November 2014 Meeting Minutes

November 2014 Minutes were unanimously approved. (There was no December 2014 meeting).

III. New Business

A. President's Update - Neil O'Connor

Neil announced that Board member, Vern Stilwell, resigned via email on 11/19/14. Issues relating to Security will be re-assigned in February, after elections at Annual Meeting. "Holiday Lighting Contest" winners, judged by Cady and Neil, will be recognized in January Newsletter. The "Annual Payment Letter" drafted by GFHA President, describing assessment and announcing annual meeting, will be sent to residents via posted mail from HAKC when meeting location finalized.

B. Financial Update - Sarah McCracken

1. Financial Income Statement / Balance Sheet YTD December 2014 is favorable and on target. Revenue from newsletter advertisers (Other Income) increased due to Nola's billing and collecting.
 2. Proposal from William Christian Schulz for fee increase for designing and producing quarterly newsletter for flat rate of \$250/issue (\$1,000/year) was reviewed. This reflects an increase of \$50/issue.
- Vote: Unanimous approval** of proposal, effective with FY 2015 Budget, which begins May 1, 2015.

C. Grounds and Snowplowing Update - David Slawson

David will begin requesting Landscaping Bids from at least 3 contractors for 2015 season. There has not been snowplowing done thus far (first snow was only 1 ½ inches and plowing will occur with 2 inches). David asked for clarification regarding snowplowing and landscaping budget (i.e. if funds for snow removal not used in a season, could it transfer to landscaping and vice-versa) and does budgeted amount roll-over to next season...? Sarah will clarify with CID and will report at February Board meeting.

D. Annual Meeting. Saturday February 7, 2014, 8:30-10:00 a.m.

1. Location - TBD. The Brooksider has been previous location but is now under new ownership and they are undecided about hosting event. Other possible locations discussed were Charlie Hooper's, Carmen's, and Blue Grotto. Cady and Sarah will call locations to discuss hosting breakfast meeting for 50-70 attendees.
2. Ballot - Previous Newsletters have placed a "Call for Volunteers" article in 1Q Newsletter announcing elections at Annual meeting. Nola will include in January issue and will create ballot based on response.

Nola Devitt, Cady Seabaugh, and Jeanette LePique's two-year terms will complete in February so their positions will be up for vote (they would each like to be placed on ballot). Because Bob Deeg was appointed to a vacant position, he will also be included on ballot. Ballot will have a write-in option for anyone wishing to serve, but is not listed.

3. Responsibilities for Annual Meeting -

Venue: Sarah & Cady

Menu: Sarah & Cady

Ballot: Nola

Sign-in: Cady will print out current list and ask for updated information at sign-in

Name tags: Jeanette

Greet/Sign-in: Cady, Nola, Jeanette, Scott (all Board members please mingle and greet when not assisting with sign in).

Agenda: Neil (write, print, send to Board prior to meeting)

Budget: Sarah and Neil

Jeanette has copy of February 2014 Annual Meeting Agenda and Budget. She will share with Board as a guide to follow.

4. Agenda - Try to keep meeting to one hour (9-10:00). Jeanette will record Minutes. Neil will go over agenda, introduce Board members, and he and Sarah will present budget. Board members will report "Here's what GFHA does for you..." Communications (Cady and Neil), Financial (Sarah), Newsletter/Advertising (Nola), Landscaping/Snowplowing/Social events (David), Block Captain recognition (Bob), Exceptional Home (Scott), Security (TBD).

E. Clarification of Roles/Responsibilities (GFHA Board & CID) - Jeanette

Jeanette shared GFHA Amended and Restated ByLaws from January 2009, obtained from HAKC Greenway Fields website regarding Annual Meeting, Board of Directors, Officers, Fiscal Year, ... She will forward to Board. Plan is to clarify GFHA vs. CID responsibilities and rules.

F. Newsletter Update - Nola

1. Advertising - Collections have increased with timely billing (reflected in Financial update). Two ad spots have opened with Arthur Parks and "Bee-in the Garden" not renewing for 2015.

2. Q1 2015 Issue - Nola will order extra issues to send to non-GFHA advertisers so they can see their ad. David offered to hand-deliver if needed. Nola will bring copies to February meeting.

G. Communications / MailChimp - Nola for Cady

Cady has entered emails she has received from Block Captains for MailChimp. Nola's concern is that MailChimp requires on-going commitment because someone needs to be responsible for drafting each outgoing communication email. Nola suggests putting on Annual Meeting ballot communication preferences from residents (Website, FaceBook, NextDoorBrookside,...).

IV. Next Meeting & Location

The next meeting will be Monday, February 16th, 2015 at Neil O'Connor's home, 430 Greenway Terrace at 7:00 p.m.

V. Adjournment

The meeting was adjourned at 8:43 p.m.