

## PROPOSED

Meadow Wood Farms Property Owners Association

Executive Board Meeting July 9, 2020

Friendship Park 73 Lake View Drive East Ocala, FL

Present were Marilee McGinnis, Secretary Karen Reade, and Treasurer Lisa Yanes. Absent was President Jim Thomas.

- I. Vice President McGinnis called the meeting to order at 7:00 p.m.
- II. A motion was made to accept the proposed June Minutes, was seconded and approved.
- III. Vice President's Report: No report.
- IV. Secretary's Report: Secretary Reade reported that she rewrote the May Board Meeting Minutes, and submitted them online. She wrote the June Board Meeting Minutes, and submitted them online. She processed and mailed about 250 invoices in a second mailing, completed on June 19. She has been picking up the mail and processing the checks, and depositing them at the bank. Secretary Reade suggested that Membership Chairperson work with the Treasurer and Secretary to find an accurate number for membership. She reported on volunteers to various committees. She read the resignation letter from Connie Story, the former Party Chairperson.
- V. Treasurer's Report: Treasurer Yanes reported that her report is online. She highlighted several items from it for the Board. She reported that the opening cash for June was \$11,526.18 and ended the month with \$13,382.95. There are 186 paid members at the end of June. She reported that Sun Trust needs a copy of minutes that removes and adds signers on the account. Treasurer Yanes made a motion to add James Thomas, President to the signers, and to remove Secretary Karen

Reade, Former President Leslie Pope-Hall, and former Vice President Heidi Boynton. The motion was seconded and passed. Discussion was held about only having one signature on a check, as there would not be any internal control on expenditures. The question was tabled until all members of the Board are present.

VI. Committee Reports:

- a. Control: Chairperson Dale Kennedy had no new report.
- b. Party: Chairperson Sandy Mollberg reported that she has several new members of her committee, but no new parties are planned. Vice President McGinnis reported that there is a suggestion that the Party Committee refocus on its agenda. She suggested that it now be called the Activities Committee, and that Chairperson Mollberg would be in charge of scheduling and publicizing that schedule on the website, and in the newsletter. She would also organize the equipment or supplies for various parties held by Members. She would also help organize the deposits or rentals with the Secretary or Treasurer. The Motion was made to change the name of the Party Committee to the Activities Committee, was seconded and passed.

VII. Unfinished Business:

- a. Key Control: Secretary Reade is working on a list of keyholders.
- b. Welcoming Committee: Chairperson Allison Carnell presented new welcome packets to be given to new residents. The artwork for the folders was done by committee member Jodie Gebhard. Included in the folders are maps, the latest newsletter, and other information. Vice President McGinnis led a discussion on the price of each packet. The committee will make available to the Board a cost for the next meeting. She also had discussion on the ads that were included in the packets. Secretary Reade suggested that anyone who advertised in the packet be a member, and that was agreed by the Board. Vice President McGinnis discussed that advertising in the packet would need to have some controls. If we do not endorse the advertisers, that has to be stated somewhere in the packet. We also want to promote the ads that support our newsletter, and the Neighbor to

Neighbor on the website. The committee will try to deliver to all new residents, although they will look to current residents to help identifying and contacting new residents.

VIII. New Business:

- a. Secretary Reade reported on a letter that requested the Association's assistance in boarding horses. The Board decided that we since they are not members, or property owners in Meadow Wood Farms we will not be able to assist them.
- b. Vice President McGinnis reported that there is an "inactive" Facebook page, and that the Association does not support any Facebook page. Secretary Reade said that she can work on that.
- c. Dale Kennedy reported that the property near her house is not being mowed, and she wondered who is in charge of that. The Board suggested that she call the county.

IX. Future Meetings:

Executive Board: August 13, Sept. 8

General Meeting: Sept. 17

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Vice President Marilee McGinnis

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Secretary Karen Reade