

Chelsea Woods Homeowner's Association
Board of Directors Meeting
Tuesday, March 11, 2014
Meeting Minutes

Board Members Present: Charles Garone, Dan Burns, Norbert Young, Rick Chattin, Sue Borst, Jaime Lynn, Mike Ferrin, Jim Gantt.

Minutes from Annual Meeting February 20, 2014 were reviewed. A motion to accept was made by Norbert Young and seconded by Sue Borst. Motion passed.

Committee Reports

Deed Restrictions and Architectural Control Committee:

- Sue and Charles explained the current procedures for architectural review. The duties transferred to Mike Ferrin, who will be assisted by Dan Burns and Jim Gantt.
- The board discussed the procedure for architectural approval and decided that residents will get city approval before presenting their plans to the board.

Treasurers Report:

- The initial and second invoice mailings have been well responded to. We currently have ___ total number of paying members.
- The second invoice mailing was inadvertently labeled as a "second notice" instead of invoice, which some residents did not like. In the future, second invoice mailings will be duplicates of the first notice.

Technology Report:

- Jaime has setup a Google Drive for board to use to share and modify files. He will establish a Gmail address for each board member to use for board business.
- Norbert will provide Jaime with a data dump of his records, which will be used to update email addresses. Any residents who we do not have email addresses of will be contacted to provide their email address.
- Jaime is working on a new design for the neighborhood web site. He will contact Dave Beveredge

New Business

Newsletter information will be provided to Sarah Chattin. We will begin producing quarterly newsletters.

Jim made a motion to have monthly meetings in the short term to capitalize on recent momentum. Charles seconded and the motion passed. It was agreed that meetings will be on the second Tuesday of the month, except for April's meeting which will be held on the 21st.

Charles made a motion to purchase a new sign for each entrance to update residents of membership levels. Norbert seconded and the motion passed. The signs will be freestanding and easier to read.

The board discussed the need for additional lighting and landscaping improvements at both entrances. Norbert made a motion to investigate possible improvements. Sue seconded and the motion passed.