

ENCHANGED FOREST PROPERTY OWNERS ASSOCIATION
Board of Directors Meeting Minutes
Saturday, July 4, 2015 (First meeting of new Board)

- 1) The meeting was called to order at 11:54 AM by President Tony Esson.
- 2) Roll call of Board members showed
Members Present: Tony Esson, Ron LeBourdais, Nancy Gregg, Polly Buchanan
George Lienerth, Brian Wilson, Fred Novack,
- 3) The selection of Board members to fill open positions was discussed.
 - a) Any residents interested in filling these positions was invited to the meeting. Each was asked to give a 3 minute review of what skills and knowledge they would bring to the Board.
 - i) The following residents gave presentations: Tom Jeffery (Lot 668), Dave May (Lot 298), Matt Mogle (Lot 549), Max Grider (Lot 615), and Tony Shaler (Lot 74).
 - ii) Board members voted by paper ballot; Tom Jeffery received the most votes. A tie existed for the second position between Tony and Dave; a second paper ballot resulted in Dave May being selected. Congratulations to Tom Jeffery and Dave May!
 - iii) An old roster was circulated for updates and corrections.
- 4) Election of Board Officers – Fred made a motion that the following officers continue this year. *Motion passed.*
 - a) President – Tony Esson
 - b) Vice President – Ron LeBourdais
 - c) Treasurer – Nancy Gregg
 - d) Secretary – Polly Buchanan
- 5) Committee Chairs were appointed as follows.
 - a) Activities - Sherice
 - b) Budget & Finance – Tony and Ron
 - c) Building & Grounds - George
 - d) Bylaws, Rules & Regulations – Brian and Tom Hall
 - e) Deeded Restrictions – Fred and Tom Jeffery
 - f) Employee Relations – Ron, Polly, Dave
 - g) Military/Government Relations – Ron(Communications and Security committees were deleted; the Lyric is now done by the Secretary, Security is handled by Supervisor, Tom Hall.)
- 6) Committee reports from the earlier 9 AM Board meeting were presented.
 - a) Activities Committee reported that they have been active, and events have been well attended. Sherice reviewed activities that are being planned over the next two months.

- b) Budget and Finance Committee reported that they won't do much till Fall. Members can be determined later.
- c) Building and Grounds
 - i) Tony presented the Variance Request to Deed Restrictions form that was proposed by Mike Edwards (our attorney); it was discussed and reviewed. It includes notifying neighbors; the required accompanying documents were reviewed. It was suggested to add a date at the bottom when the form was adopted.
 - (1) Concern about the Board enforcing the requirements and clarifying support documents was noted.
 - (2) A motion was made to accept this form with a date added. *Motion passed.*
 - ii) The second form (Deed¹ Restriction Variance) documents that all neighbors agree in writing (& notarized), and the Board has approved the variance. Then this is recorded with the county and stays with the property forever. Doing this protects the homeowner making the request, and protects the neighbors.
 - (1) A motion was made to accept this form; *motion passed.*
- d) Bylaws, Rules & Regulations
 - i) A few small corrections are still needed. Tom Hall will join Brian on this committee.
 - ii) Concern was expressed over multiple different copies of our Bylaws being in circulation; this should be corrected by the committee when all updates have been made.
 - (1) Discarding old versions was suggested to avoid future confusion.
- e) Communications chair, Polly, reported that the next Lyric will be going out in the next 2 weeks.
- f) The Election Committee report was read by Tony and filed for the record. (See attachment)
 - i) Frustration over EFPOA having a PO box in Waters and not being able to get UPS/FedEx deliveries at a PO box was discussed.
 - ii) In addition, the current post master in Waters indicated she did not want our election box brought to her as done in the past; this violates postal regulations.
 - iii) Having the Election Committee buy a PO box each year for the month they need it was suggested.
 - iv) EFPOA will likely now use the Clubhouse address as its official mailing address: 11393 Nottingham, Frederic 49733 with the locked mailbox at the road edge.
 - v) Continued need and use of the PO Box will be discussed further.
- g) Employee Relations Committee reported that everything is going well.
 - i) A comment about the ERC alerting the Board about issues was discussed; major things should be shared, routine or minor things should be handled by the managers and the ERC.
 - ii) Members of the ERC this year will be Ron, Polly and Dave May.
 - iii) Variable pay rates for workers was discussed based on longevity, qualifications, merit and/or shift.

¹ Also called "Building Restrictions"

- (1) A motion was made to increase the pay rate for Robin and Bill from \$8.15/hour to \$8.50 per hour; *motion passed*. Dave abstained from voting.

7) New Business

- a) The secretary distributed copies of the 1999 Position Descriptions for all committee chairs that need to be updated; Board members were asked to make margin notes on their copies to be discussed and updated at a future meeting. Some committee chair descriptions are missing and so current chairs need to create their description.
- i) These descriptions need to be created: Activities, Building and Grounds, Deed Restrictions, and Election.
- ii) These descriptions need to be updated: President, Vice President, Treasurer, Secretary, Budget & Finance, Bylaws, Rules & Regs, Employee Relations, and Military/Government Relations.
- b) It was moved to allow President Tony and Treasurer Nancy to act on behalf of EFPOA in any legal or fiscal/fiduciary situation that should occur this year. *Motion passed*.
- c) Board member absences from Board meetings was discussed as to how and when to do it. Advance notice by email to the whole Board was suggested.
- d) Fall Board meeting dates were set for Sat. Sept 5 and Sat. Dec 5 at 10 AM. (Polly will be gone but can Facetime in from Georgia.) Pancake breakfast at 9 AM on both days.

8) Motion to adjourn was made at 1: 26 pm. (Whew!)

Current Board Members and Officers:

President: Tony Esson

Vice President: Ron LeBourdais

Treasurer: Nancy Gregg

Secretary: Polly Buchanan

Directors: Fred Novack, Tom Jeffery, Brian Wilson, George Lienerth, Dave May