

**Catspaw Executive Board Meeting**  
**Minutes**  
**June 2, 2016, 8:00 p.m.**

Free Conference Calling.com  
Dial: 1-302-202-1116, Enter conference code: 337746

Draft list of tasks for annual meeting:

[https://docs.google.com/spreadsheets/d/1HkhGgY0r8EoFdOXNUNNthM4QABFdpv\\_-XIEYXOwbv8l/edit#gid=0](https://docs.google.com/spreadsheets/d/1HkhGgY0r8EoFdOXNUNNthM4QABFdpv_-XIEYXOwbv8l/edit#gid=0)

**Members present:** Frank Lee, Randy Aderhold, Jack Lurie, Susie Henderson, Billy Dasher and Laurie Holmes

**Not attending:** Ron Meuldjik

A quorum was present.

The meeting began with a discussion of a new website template under consideration through [hoa-express.com](http://hoa-express.com). (<https://catspawpoa.hoa-express.com>) For \$35 more than the current website cost of \$265, the website provides unlimited storage and added functionality both for the administrator and end user. All files are being transferred to the new website. Jack Lurie made a motion that the board switch to the new service. Susie Henderson seconded the motion. It was passed unanimously. Laurie Holmes will provide a walk through of the new website as part of the annual meeting agenda. Prior to the start of the meeting, members will be assisted in registering for the new website and directory. Everyone will be encouraged to submit pictures to the website and use it. Frank Lee will send pictures of his new terraced garden to Laurie and Susie to upload to the website.

**ACTION ITEMS:**

- Transfer remaining files in reverse date order (newest first to old) to new website from old website - Laurie and Susie
- Pay for new website - Susie
- Request all members to register for the website in meeting notice email and mailout - Laurie and Susie
- Prepare walk through for annual meeting - Laurie
- Randy Aderhold and Ron Meuldjik register for website so they can be listed as board members

**Road Discussion and Budget**

Jack Lurie provided a brief Treasurer's Report. There is approximately \$15,600 from 2015 and 2016 funds to be spent on road maintenance. 2015 fall maintenance could not be completed due to frozen roads and spring maintenance will begin the week of June 4. The proposed 2017

budget has \$17,000 for road maintenance for next year which includes money for additional road signs.

Billy Dasher, road committee chairperson, reported that there was significant damage to the roads last fall due to rain. Three new culverts have been added - one each on Rusty Ridge, Chip's Lane and Buckhead. Not all the maintenance could be completed in the fall due to frozen roads. That maintenance will take place in the next two weeks of June. Greg Holland, road contractor, has done a great job at a fair cost. To keep track of costs, Greg is asked to submit daily costs incurred to Billy Dasher. Greg is suggesting that 3 additional culverts are needed. Significant damage occurred when water washed down from Rusty Ridge, across Chip's Lane and down the hillside to Buckhead which is now under control. No additional work needs to be done to Lot 5 owned by Shaun Smith. Walnut Gap has repaired Buckhead near the Henry home.

Bill Sullivan is now the Walnut Gap Road Chairperson. Concern was expressed by many regarding the condition of the road in front of and near the Sullivan home including the speed humps. It was decided to create a plan for Walnut Gap Road improvements and have a meeting with the officers of Walnut Gap to jointly discuss and improve communication for billing purposes.

Committee reports should be included in the upcoming email/mailout. Billy said that until the spring maintenance is completed, we will not have information to have a thorough report. Susie will prepare something brief to include from past information and general information about upcoming maintenance. Reports needed from other committees - Governance and Communications.

Randy Aderhold talking about a capital campaign to offer in the next few years. He will circulate a proposal for the next few years.

Frank Lee said that the Mahon sign is spelled incorrectly and should be fixed at no cost to them.

Susie mentioned that there was a need for additional signage. Jack said it would be appropriate to pay for road signs out of the road maintenance budget. Entrance sign still needs to be designed and priced out. Susie suggested that the members discuss or have an activity at the annual meeting to prioritize information to be included within the sign space.

The proposed budget sent out by Jack Lurie, Treasurer, was discussed. There was consensus that the budget and assessments were acceptable to be submitted to the members for discussion and voting.

**ACTION ITEMS:**

- Create Walnut Gap Road maintenance priorities - Road Committee
- Discuss billing/shared costs with Walnut Gap officers - Exec Board

- Review Randy Aderhold's proposal for a capital campaign - Board
- Fix Mahon sign incorrectly spelled - Road Committee member (TBD)
- Determine signs needed, location and cost and install - Road Committee
- Send 2017 proposed budget to members - Susie
- Prepare Committee Reports
  - Governance - Ron
  - Communications - Laurie
  - Roads - Susie for Billy

### **Nominations**

To date, nominations have been received for the positions of Vice President, Treasurer, Governance and Communications for a two year term starting July 11, 2016 - annual meeting date in 2018.. The list of nominees are:

- Vice President, Randy Aderhold
- Treasurer, Jack Lurie
- Governance, Art Trufelli
- Communications, Laurie Holmes accepted nomination from Randy Aderhold. She will send bio to Susie to include in the mailout and on the new website.

### **ACTION ITEMS:**

- Laurie Holmes send bio to Susie immediately - Laurie
- Add nominations information to website - Laurie
- Prepare paper ballots for meeting - Susie

Meeting adjourned at 9:06 pm.

### **Annual Meeting Preparations**

- Prepare draft agenda and powerpoint
- Set exec bd meeting to follow annual meeting
- Committee Reports posted to website and sent in mailout