

DUNLAP & MAGEE	MAIN OFFICE	BOARD OF DIRECTORS				
Wendy Weiske <i>District Manager</i>	Barbara Andread <i>Property Manager</i>	Nancy Bates <i>President</i>	Zachary Shaffer <i>1st Vice President</i>	Gina McComas <i>2nd Vice President</i>	Jodie Williams <i>Secretary</i>	Rich McComas <i>Treasurer</i>

CONCORD VILLAGE, INC.

A community owned and operated by its residents



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M E E T I N G M I N U T E S

Board of Directors Executive Meeting October 3, 2011

Nancy Bates, President, called the **meeting to order** at 7:03 p.m. Present were Nancy Bates, Rich McComas, Zach Shaffer, Gina McComas, Jodie Williams and Dan Clark. The **purpose** of the Executive Board Meeting was to discuss various issues pertaining to the management and operations of Concord Village, Inc.

Unit sales/transfers. One (1) unit has been sold or was a family transfer. There are eight (8) unit available and two (2) units coming available. There are a significant number of people on the waitlist.

Pool Reporting: On September 12th, **toilet paper rolls** were found in the swimming pool, the Kiddie pool was found **overflowing**, and the brick wall by the pump room was **knocked down**. On September 27, maintenance found **cigarette ashes and burn marks** on the **NEW** pool deck.

Also, in addition to the above reports by maintenance on the pool, **members** have reported seeing **beer** in the pool, and **children under 14** using parent keys to swim in the pool without parents there to supervise.

Dan reported that refurbishing on 33 **sheds** is planned between October 2011 and March 2012. An inspection of **roofs** will be completed in October to help the board plan for **long-term capital costs** on repairs or replacements. Concerning long-term replacements on HVAC units, it is expected that 10 to 15% will be replaced each year. The Activities Director position has been eliminated. D&M is currently obtaining bids for the asphalt replacement.

At 7:25 pm Dan **concluded his report** and was excused from the meeting. **Nancy** continued the meeting with **New Business**

New Business

Clubhouse Attendant: There is now a member who is the Clubhouse Attendant. His duties are to check the clubhouse after events for cleanliness and possible damage after each event and rental.

To facilitate the book exchange, making books available any time the office is open, a bookshelf has been placed in the office. Members may come in and borrow books or leave books for others to borrow.

The board and the beautification committee are researching trees that would be suitable for planting here in the village. If any member has requested to have a tree planted in their yard, please be patient and wait until the list is published. Then apply to the office with your choice. The first step is for Maintenance to come by your unit and check the selected site. They will take into consideration the proximity to the building and the location of underground pipes. Then it goes to the board for approval.

Items for Vote:

Motion: The board approves the rock garden sculpted by Nancy Sechrest, dependent on written documentation of acceptance by neighbors. All in favor: Passed.

Action: Nancy Sechrest will be informed, and neighbors asked to provide a note of approval for the files.

Motion: Instead of renewing Concord Village's membership in the National Association of Housing Cooperatives at over \$1000 for the year, one board member will become an individual member of both the national association and the regional association at a cost of \$50 per membership. Advantages will be the same at a lower price. All in favor: Unanimous YES.

Action: Rich McComas will apply for these memberships as representative of the board.

Motion: All air conditioning filters will be given to members (in the office) free of charge, and installed if members need help. All in favor: Unanimous YES.

Action: A sign will be placed in the office to remind members.

Motion: Worker's Compensation for the Board will be discontinued. All in favor: Unanimous YES.

Action: Dan will be asked to discontinue this service.

COMMUNITY NEWS:

The Annual Meeting is coming up in January, and there are two positions to be filled on the Board of Directors. We have members available to run for these positions, but we would also encourage member participation in the community by running for these offices.

We have a need for an **ACTIVITY COMMITTEE** to continue planning for community events. There is a volunteer sign up sheet in the office.

ANNUAL MEETING COMMITTEE

We will need **help from members** to plan and implement children's entertainment and childcare for the **Annual Meeting**. We plan to upgrade the Saratoga Room by setting up a separate area for use by **babies and one for toddlers** for all future meetings. Furniture and equipment will be purchased to provide a safe and enjoyable place for parents to leave their children while they attend any future village meetings. We will also need **teen and young adult volunteers** for the Annual Meeting to help the adult attendant keep an eye on the older children who will be playing outside. Please sign up on the volunteer sheet in the office if you will be available to help.

Upcoming Meetings:

Next Executive Board Meeting: Monday, November 7 at 7 pm.

There being no more business, the meeting concluded at 8:15 pm.

_____, President
Nancy Bates

The **motto** of your Board 2011 is **Action!** We ask you to join with us and get involved in the action. We value and need the participation and support of the membership to continue moving our community forward!