

Evergreen Commons Association
Board of Directors Meeting
Thursday, December 8, 2011, 7:00PM
4412 Park Green Court (Curtis Wheeler Residence)
MINUTES

1. **Call to order and establishment of quorum**
President Claudette called the meeting to order at 7:00 PM.
Present Board members: Claudette Ostrander, Curtis Wheeler, John Altieri, Fred Links, Samira Al-Qazzaz, Alexis Davidson and Marvin Potts.
Community members attending: Richard Pryor
2. **Setting of adjournment time**
It was moved, seconded and approved to adjourn at 8:15 p.m.
3. **Open forum**
None
4. **Approval of November 3, 2011 minutes**
Approved as written and seconded
5. **Reports**
 - a. **Treasurer**
Cash balance as of 11/30/2011 - \$74,354.89. There was no outstanding expenditure other than tree removal.

The pro forma 2012 expense budget was approved.

Effective January 1, 2012 a law that prohibits boards from conducting any business outside a meeting will be implemented. E-mails sent around to a majority of board members to approve issues such as expenses, etc. fall in this category. There is, however, no legal requirement that all board members approve such expenses.

Curtis moved to formalize an operating rule that allows the president to authorize a non-recurring expense of up to \$500. Non-recurring expense of up to \$1,500 will require authorization from the president and two officers. The order of succession for officers: President, Vice President, Secretary, Treasurer. Seconded and approved.
 - b. **Communications**
Curtis stated that 90% of the Annual Newsletter is a rehash of the previous years.
Approved
 - c. **Neighborhood Watch**
Fred announced that there are no incidences to report
 - d. **Park/Pool**
A damaged sycamore tree was removed.
 - e. **Social**
John had nothing to report
 - f. **Architectural**
The Board of Directors has completed their neighborhood walk through. Owners of lots that are not in compliance with the CC&Rs will be getting a letter from the Board advising the corrections that are needed. However, before mailing such a

letter a last time walk through will be done just to make sure these lots are still not in compliance.

6. Nominating Committee

Samira stated that Larry Vreiling has accepted to serve on the nominating committee

Dick Pryor and Claudette stated that some ECA members have shown interest in running.

Samira offered her resignation as the Nominating Committee chairperson. Approved

7. Old Business

- a. All correspondence is electronically saved by Curtis. Curtis will continue doing this
- b. 45 properties are identified as not in compliance as a result of the walk through.
- c. The owner of Lot #61 will be receiving a letter from Claudette regarding the issue of letting the dogs run around the park

8. New business

- a. Ballots mail out date is January 17, 2012 (thirty days before the annual meeting)
- b. Curtis requested establishing a Pay Pal account for the association.

9. Member Comments

None

10. Set Time and Location of Next Meeting

Thursday, January 5 at 7:00 pm at Alexis Davidson residence at 4401 Pasadena Avenue.

11. Adjournment

Moved, seconded, and approved to adjourn at 8:17.