**MEETING MINUTES FOR JANUARY 10, 2023, BRIDLESPUR HOME ASSOCIATION BOARD MEETING**

Meeting Date: Tuesday, January 10, 2023, Location: \_Red Bridge Library, Community Room\_\_\_\_

Start Time: 7:17pm End Time: 9:00pm

**Call to Order by:** DaVonchio Oliver

**Roll Call:** DaVonchio Oliver, President Present

Jon Goodwin, Vice President Present

Marsha McBratney, Secretary Present

Katie Mahoney, Director of Events/Social Media Present

John Rudis, Director of Neighborhood Upkeep Present

Marian McKnight, Resource/Historian Present

Bob Gillespie Present

Elliot & Kenny Olson (guests) Present

Micah Fritz (possible board treasurer) Present

**Motion made by DaVonchio Oliver for Approval of** December 5, 2022, Meeting Minutes (after edits made) & motion seconded by Katie Mahoney. Jon Goodwin & Marian McKnight both had a single edit, and all board members approved the edits to be handwritten into the final copy of December 5 meeting minutes. Motion unanimously carried by all board members. View Motion Record as needed.

**Motion made by DaVonchio Oliver for Approval of** December 30, 2022 Special Meeting Minutes: Katie Mahoney seconded motion and motion was unanimously carried by all board members. View Motion Record as needed.

**No Director Reports** were presented tonight due to time constraints and a full agenda.

**Agenda Items:**

1. Guests: Elliot and Kenneth Olson, were briefly introduced by Secretary, Marsha McBratney, and then Elliott & Kenny introduced themselves and how they are willing to manage our HOA website in a volunteer capacity, starting over with whatever is new to provide a more sophisticated, up-to-date website in which updates of information, events, etc., can be easily done by (specific) board members as needed. DaVonchio will manage this project until completion, with input from board members, and then Katie Mahoney will be the Director to whom Elliot and Kenny work under. Board members were asked to send any questions for Elliot and Kenny to DaVonchio so she can pass them on and get answers to share with Board members. DaVonchio invited Elliot to meet with her and Steve at BIDS, in remote phone call to discuss our needs and what services BIDS now provides to us. Elliot will check her work calendar. Elliot and Kenny left the meeting after their presentation and discussion re: website plans.
2. DaVonchio opened discussion on request to move meeting dates, at least through May 2023, to the 3rd Tuesday of each month due to a conflict on her calendar. Secretary has confirmed with the library that those 3rd Tuesday dates are available although some meetings cannot start until 7:15pm. Board discussed that meetings may be every other month in the future, once changes are in place and less time is required of the board members. All board members present agreed to the change for meetings to be on the 3rd Tuesday of each month. 2022.
3. Secretary distributed job description handouts. DaVonchio reported to the group that Bob Gillespie told her, right before our meeting tonight, that he does not want the Treasurer position, which he previously held. Bob was offered a role as Lead Director of Upkeep or the other Director of Upkeep role. Bob declined the Lead Director role and will assume the role of Director and he and Jon Rudis will determine which of them takes Director #2 role and which takes Director #3 role. DaVonchio introduced Micah Fritz who had been mentioned as a possible Board Treasurer. Discussion held, (with handouts) that since Director of Upkeep role is now a 3-person group of directors, Secretary has combined several job roles/descriptions, so we now have 6 job descriptions and still 9 voting board members. None of the board members opposed that plan. Micah spoke a little bit about himself and then DaVonchio motioned that a vote be taken for Micah Fritz to fill our Treasurer position. John Rudis seconded the motion. Motion passed unanimously. View Motion Record as needed.
4. Review of board positions:

President: Davonchio Oliver confirmed December 5, 2022

Vice President: Jon Goodwin confirmed December 5, 2022

Secretary: Marsha McBratney confirmed December 5, 2022

Treasurer: Micah Fritz confirmed January 10, 2023

Events/Social Media: Katie Mahoney confirmed December 5, 2022

Director of Upkeep: John Rudis confirmed December 5, 2022

Director of Upkeep: Bob Gillespie confirmed January 10, 2023

Director of Resource Assistance: Marian McKnight confirmed January 10, 2023

Marian McKnight does not like the original title of Director of Resources/Historian so that role will be retitled. We will need to review all job descriptions at the February meeting since time does not allow tonight and John Rudie noticed that the Secretary had used the wrong version of job descriptions for Directors of Upkeep. Secretary and John will make needed revisions to those job descriptions. We still need to recruit a Lead Director of Neighborhood Upkeep, so the entire board is asked to work on that.

1. Since A Treasurer is now in position, the President will schedule a time to change HOA signors at banks.
2. Review of Job Descriptions and vote postponed until February when more time allowed.
3. DaVonchio & Jon Goodwin updated that we have all HOA possessions from Wanda Shipman, and it will be sorted and given to appropriate board members and what is not immediately needed, will be stored in the file cabinet at the President’s home.
4. Dues payments going to former Admin Aid address, Wanda Shipman who will deliver them to the Treasurer only, as she told Jon Goodwin. Payments from Wanda, to Jon, to DaVonchio, given to Micah tonight. John Rudis noted no PayPal address on the dues statement so Jon Goodwin will research and dispense that information to board members.
5. DaVonchio opened discussion & shared research (with handout) re: opening a Post Office Box PO Box at Martin City Post Office (10 E. 135 St, 64145, (816) 943-8539) to avoid problem noted above in Agenda Item #8. DaVonchio motioned to open a 5.5 x 11-inch PO Box, motion seconded by Jon Goodwin and motion carried unanimously. View Motion Record as needed.
6. Discussion on need for Google Voice phone number to have on our public platforms such as website. Discussion on whether one phone number or one for each board member. Conversation will continue via emails & calls to Bob and Marian, as more research is done.
7. Secretary presented topic to forward emails from the current address to a new email address deemed unnecessary.
8. Secretary presented topic for each board member to have specific HOA email address, deemed unnecessary. Bob and Marian worry about safety of emails and The Cloud and brief discussion was held.
9. President presented idea of opening UPS or FedEx account for printing items for HOA. Group agreed that Secretary will use HOA printer at her home, and HOA will provide copy/printer paper and ink. Will consider a commercial option for larger projects if needed.
10. Vote to hold yard waste dumpster events in Spring and Fall (twice a year) (Spring and Fall?). Costs unknown so Bob Gillespie was assigned to do research and present at February meeting.
11. We will have needed info soon from Wanda Shipman re: HOA email account so Secretary will be able to easily manage emails, monthly newsletter and standard Secretary communications per job description.

**Old Business & New Business** not discussed due to time constraints.

**PROBABLE FEBRUARY AGENDA ITEMS** were not reviewed due to time constraints.

**No Review and Update of Action Items from December 30 meeting** was done due to time constraints.

**Action Items Assigned at January 10 meeting**, refer to run-on document reviewed at next meeting.

**Next Meeting Date:** February 21, 2023, **Time:** 7pm to 9pmCommunity Room available to us

starting at 6pm if any prep time needed prior to

7pm

**Location:** Red Bridge Library

**Motion to Adjourn:** Made by DaVonchio, seconded by all board members **Time adjourned:** 9pm