

**Minutes of Board of Directors**

Tuesday, February 15, 2023 – 7:00 PM by Zoom

The meeting was called to order by Zoom at 7:00 pm by Paul Blaise.

Board members present were Paul Blaise, Kathy Rodriguez, Merilee Colton, Debbie Desselle, Kathleen Newton, Brian Smith, Fern Waddell, Pat Landgraf, Steve Swatt, Adam Andersen

Absent: Maria Talcott

Adoption of Minutes

Minutes were approved for January with corrections. There was a motion (Swatt) second (Waddell) to approve the minutes. The motion was unanimously approved.

Membership Report

We have 1009 paid members for 2023. We only need 41 members to renew to meet our goat. We have almost 60 that didn’t renew. Our goal is 1050. Zoho will clean up past members in March. There was a motion (Newton) second (Landgraf) to approve the membership report. The motion was unanimously approved.

Budget Meeting

Budget meeting was held. We estimate 11 shifts of 8 hours each with two increases and 70% of shifts worked. We have a new category called Business Consultant. We have $5000.00 reserved for the database consultant. Our surplus is $153,900.00. Difference between budget and 2023 revenue will be met by using surplus from previous years. There was a motion (Newton) second (Waddell) to approve our 2023 budget. The motion was unanimously approved.

Financial Report

Rodriguez reviewed the WDDNA reconciliation detail, profit & loss, balance sheet and expenses. Our new database consultant billed for the majority of their work in January. 55% of shifts worked in January, so far and billed at old rate. 1st increase February. Money Market reflects our surplus. Checking and savings reflects our 2023 dues collected minus expenses. There was a motion (Newton) second (Andersen) to approve the financial report. The motion was unanimously approved.

**OLD BUSINESS**

1. Incident report. Blaise reviewed the crime report. Wilhaggin-4, Vandalism, battery, burglary on Estates, violation of protective order. Arden park-4. Sierra Oaks-2. Sheffield-4.
2. Board Vote. The board voted to induct Merilee Colton into the board of directors. There was a motion (Waddell) second (Newton) to approve the board induction. The motion was unanimously approved.
3. Service area annexation. Newton said we sent out letters to 11 homes in the FOB ramp streets. Newton got 6 replies of interest to join our association. Annexation will complete our service area to Watt and Fair Oaks Blvd. Blaise made a motion to expand our service area to include an annexed area off of Watt and Fair Oaks Blvd. There was a motion (Newton) second (Andersen) to add this annex to our WDDNA boundaries. The motion was unanimously approved.
4. Subscription based platform. Newton said the consultant is working on our sign up form in a subscription based process. New members will be prorated depending on when they join. We will have calendar year billing. We need terms and conditions set up since we are on a subscription based platform. We can have automated renewal unless they opt out. We will need to educate our members that they will be automatically renewed. Much of our manual labor will be reduced.

**NEW BUSINESS**

1. Next meeting, March 14, 2023 by Zoom.

**ADJOURN** Meeting 8:00 pm

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Submitted by Debbie Desselle, Secretary, on March 6, 2023.   |  |  | | --- | --- | | |  | | --- | |  | |  |  |  | | --- | --- | | |  | | --- | |  | |  |  |  | | --- | --- | | |  | | --- | |  | |  |  |  | | --- | --- | | |  | | --- | |  | |  |  |  |  |  | | --- | --- | --- | --- | | |  | | --- | |  | | |  | | --- | |  | |  |  |  | | --- | --- | | |  | | --- | |  | | |