



**MINUTES of the
SPOA BOARD MEETING
May 16, 2011**

Attendees

The following persons were present for the meeting:

Jim Soden - President

Bo Garrett - Vice President

Sharon Drobeck - Treasurer

Nanette Krakow (Secretary) was not present and Sharon was asked to take the minutes.

Open Forum – 6:30 pm

- There were no open forum issues

Board Meeting

▪ **Review and Approval of Minutes**

Minutes from April 18 meeting were approved without change.

▪ **Treasurer's Report**

- Sharon Drobeck presented the Treasurer's Report and balance sheet for April.
- Sharon reported that she would like to reinvest funds from Money Market Account into two insured CDs, maturing at 6 months and 1 year respectively. The Board agreed.

▪ **Unfinished Business**

- The 'Board Responsibility' documents were approved and adopted. Jim is to clean up the documents and have them posted on the SPOA website.
- Bo reported that the work to remove the Clubhouse rear door was completed. Rick Kaspar is to submit a final invoice for the work.
- Bo met with Tom Bender on the issue of security lighting for front porch. This work should be completed by the next meeting.
- Cecil Gibson was asked to follow up with the County on securing "burn ban" signs. Bo will coordinate this with Cecil
- Since all of the Clubhouse keys still have not been accounted for the Board agreed that the front door will need to be re-keyed. Bo will handle.
- Bo is to contact each of the committees for necessary changes/updates

for posting on the website

▪ **New Business**

- Jim furnished a Letter to Sharon attesting to the new Board Members and Officers, as will be required for changing access to the bank accounts. Sharon will need to get Nannette's signature on this document.
- The Board discussed articles for the next newsletter, due out in August. The following were suggested:
 - Recap of the Annual Meeting & Picnic (Jim to do)
 - New Board Member appointment and Changes to Officers (Jim to do)
 - Treasurer's report (Sharon)
 - Upcoming National Night Out (need volunteer)
 - Solicitation of persons interested in running for the board. (need volunteer)
 - Drought conditions in the neighborhood. (need volunteer)
- Jim discussed some documents from the Community Association Institute dealing with Board Fundamentals, Guidelines, Rights, and Ethics. The Board was asked if there was any interest in adopting similar documents for the SPOA. Sharon volunteered to review.

There being no other business the meeting was adjourned.