



DRAFT Ancillary Board Meeting Minutes

Wednesday, June 12, 2019

4:00 pm – Board Meeting Commenced

Attendees

Board Directors: Cliff Gilley, Dorie Ross, Phill Moon, Coco Carino Groth, Rifat Siddiq

ROA Staff Members: Amy Atchison (Director), Laura Falter (Communication Manager),
Connie Harrington (Accounting Manager)

Procedural

- Meeting called to order by Board President Cliff Gilley; quorum met.

Public Comment

- None.

Approval of Meeting Minutes

- Minutes from the May 08, 2019 Board meeting were sent via email on 05/10/2019 and edited per Board input. Board reviewed the edited minutes and confirmed approval at the Board meeting.

May 2019 Financials

- Board Directives for Reserve Expenditures were reviewed by Association Director and signed by Board Members.
 - EP – 01 – (2019) Front entry vegetation refurbishment. Component #170.
- Financials year to date were reviewed.
 - Account delinquencies as of June 5, 2019 are at 1%.
 - The Board discussed the process for sending accounts to the attorney for collection.

2020 Board Candidates and Nomination Committee

- The 2020 Nomination Committee Chair is Cliff Gilley. Members are Rifat Siddiq, Phill Moon and Dorie Ross.
- The nomination committee will meet with all potential candidates not currently on the Board before making final nomination recommendations.

Server Replacement

- The Board President provided the Board with his recommendation for the server replacement and email hosting option. The Board voted unanimously to:
 - Replace the current server and to upgrade from a 3-year to a 7-year warranty.
 - Upgrade to Exchange 2016 on-site email.

Landscape Contract Proposal

- The Board reviewed the 5-year contract proposal by NLS and voted unanimously to proceed to contract.
- The Director will work with NLS to finalize a contract to bring forward to the Board for signatures.
- The new contract will begin January 1, 2020.

Around the Table

- Time was spent in open discussion between Board and the Director on the following:
 - Recent staff training. Future sessions will be scheduled to support the development of the staff. The Board is also considering a Board development session to be held with new Board members during the annual Board retreat in October.
 - Due to Director's absence and Board member schedules, the July meeting is cancelled.
 - The Director reported that after some unexpected delays on the part of the auditors, the 2018 audit is in progress.

4:50 pm – Open Session Adjourned – Enter Executive Session

5:45 pm – Executive Session Adjourned