

# Meeting Minutes - ERRA Board of Directors

| Location | Date       | Time    | End     |
|----------|------------|---------|---------|
| Vitos    | 01/22/2018 | 7:00 PM | 8:35 PM |

## Attendance

D. Ferguson, K. Ferguson, Giron, Laspina, Parrish, Erb, Bruno, Keck, Whitcomb

**Apologies** Ruebke, Zook, Beyeler, Myers

## Agenda Items

|                              |  |                            |
|------------------------------|--|----------------------------|
| 1                            | Welcome and Opportunity for Members to Address Directors (PRESIDENT) |                            |
| 2                            | Approval of Minutes  | Approved                   |
| 3                            | Elect New Officers   | all board                  |
| 4                            | Finance / Treasurer  | D Ferguson, Parrish, Giron |
| 5                            | Manager  | D Ferguson                 |
| 6                            | Social   | Kim, Fred, Jolanthe, Trina |
| 7                            | Grounds / Maintenance  | Zook, Fred, Laura          |
| 8                            | Swim Team  | Moe, Jolanthe              |
| 9                            | Membership   | Laura, Moe, Tim            |
| 10                           | Governance   | Jolanthe, Tim, Cindy       |
| 11                           | Personnel  | Moe                        |
| 12                           | Other  |                            |
| <b>Next Meeting Location</b> |  | <b>Vito's</b>              |
| <b>Date</b>                  |  | <b>2/26/18</b>             |
| <b>Time</b>                  |  | <b>7:00 PM</b>             |

## Action Items

| Topic Area (see above) | Item Description   | Responsible  |                     |
|------------------------|--|--|---------------------|
| 1                      | Welcome  | Done   |                     |
| 2                      | Approval of Minutes  | Minutes approved without changes   |                     |
| 3                      | Election of 2018 Officers  | Diana Ferguson introduced and welcomed new board members. Committee positions were discussed. Laura Parrish was nominated and voted in as ERRA Board president for 2018; Diana Ferguson stepped down as president. Moe Bruno was nominated as Vice-President and approved. Committee appointments were as follows:<br><br><b>Secretary</b> - Tim Ruebke<br><b>Treasurers:</b> Myers, Giron<br>Myers will oversee payroll and taxes for the pool, while Giron will oversee the day to day functions: balancing checkbook, deposits, membership dues, and other payments that need to be made (non-payroll and tax related).<br><b>Social:</b> Beyeler, Ferguson, Keck, LaSpina<br><b>Maintenance:</b> LaSpina, Zook<br><b>Swim Team:</b> Bruno, Erb<br><b>Membership/Website:</b> Erb, Whitcomb, Giron<br><b>Governance:</b> Beyeler, Ruebke<br><b>Finance:</b> Parrish, Myers, Giron<br><b>Personnel:</b> Bruno, Ferguson, Ruebke, Parrish | Ferguson<br>Parrish |
| 4                      | Finance / Treasurer  | Accepted report and updated  |                     |
|                        | Discussed in more detail Cindy's responsibilities as she and N. Myers share treasurer responsibilities. Will look into purchasing Quickbooks for laptop so we can merge easily with new membership software. New budget for 2018 will be worked on over the next month and presented at February meeting. Nicolette will provide a copy of 2017 budget for us to use. Nicolette will also give Cindy the key to the post office and Cindy will be in charge of getting mail for day-to-day operations. |  |                     |
|                        | Diana Ferguson will be removed from the F & M bank account. Laura is already on the account. Cindy Giron will also be added as a bank signer, since she is co-treasurer for the pool board.  |  |                     |
| 5                      | Manager's Report   | Jolanthe has texted Sweet Treats to ask about remaining balance several times and still has not heard back from Margaret. Balance was roughly \$60, so a motion was made and approved to send a check for \$60 to clear balance due. Mo is still trying to get hold of vending machine companies for next summer in place of snack shack.  |                     |
|                        | Motion was made and approved to add Jeron to the Facebook page as an admin so he can post updates on closings, etc... during the summer months.  |  |                     |
| 6                      | Social   | Nothing to report  |                     |
| 7                      | Grounds/Maintenance  | Accepted Report  |                     |
|                        | Tree removal is in process. Discussed pool clean-up and cover  | Laura, Zook  |                     |

