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## AHCA ORGANIZATIONAL MEETING MINUTES

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January 25, 2011

7:00pm – 9:00pm

Board Members attending:

Deb Holmes, Steve Haddrill, Elaine Kennedy, Winnie Song

Management Representative:

Shireen Williams, Select Management

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❖ **Officer Status**

*President – Elaine Kennedy*

*Vice-President – Deb Holmes*

*Treasurer – Steve Haddrill*

*Secretary – Vacant*

*Action – Check with Ig & Kamy regarding the Secretary position – Deb Holmes*

❖ **Contact Information for Board**

*Board will use personal phone numbers and one email for the Board routed to all*

*Action – Resolve Email address for Board – Winnie Song*

❖ **Monthly Meeting Location**

*Clague Middle School Multi-Media Center*

*Action – To send in paperwork and check for February to June cost – Shireen Williams*

❖ **Status of Website**

*Should be operational by Sunday 1/30/11 per the Web Group*

*Action – Put up sign at the entrance re: coming soon – Steve Haddrill*

❖ **Newsletter status**

*Plan to get out as soon as possible – Will be informational in nature*

*Action – Work up draft – Elaine Kennedy*

❖ **Non-Resident Issue**

*Additional Assessment to be rescinded due to Rental Committee formation and effort by the committee to advise/address compliance*

*Prior payment collected to be refunded*

*Action – Refund by check or future credit check with non-resident rep – Elaine Kennedy*

*Action – Work up draft letter to non-resident homeowners – Shireen Williams*

*Action – Collect documents to go on website and to new co-owners – Elaine Kennedy*

❖ **City Park Survey**

*Action – Find out status of survey from Amy Kuras – Elaine Kennedy*

❖ **Legal Issue**

*Handrail issue – vote to allow pending signed waiver from homeowner – fines to be rescinded*

*Action – Contact attorney to draft waiver – Shireen Williams*

❖ **Atwell Invoice**

*Past due invoice presented*

*Action – Contract to be distributed to Board for further understanding*

❖ **Wrap up**

*Meet again next week to discuss pressing issues*