

FREEDOM HILL COOPERATIVE, INC.

Approved 3/10/22

Board of Directors Meeting Minutes  
**January 13, 2022**

6:34pm: Meeting called to order by Janet Verville-Clough  
Salute to the flag  
Code of conduct was in effect during the meeting

6:36pm: Meeting minutes from November, December, and January 4<sup>th</sup> special meeting were read by Tara Campbell and accepted

6:43pm: Treasurer's report by Donna Odde

Revenue is under, but collections is higher. Maintenance is over budget. Part of this is due to the water system. Utilities are under budget.

Regarding collections and member past due rent: Casey has left Hodges, and it seems that a new Property Manager has wiped the history of collections to "start fresh". We do have the records though. One member owes more than \$3k. There is a CAP application pending. If the application is denied, we will send a final demand letter. If they fail to comply, we will move forward with a formal eviction. Agreements have been made with others that have fallen behind

7:06pm: Financials accepted

7:29pm: Paperwork for the NH Community Loan Fund modification has been read and signed by Anita, Janet, Tara, and Joe as a witness.

7:32pm: Maintenance report from Joe Keuenhoff

Pump 3 is back up. A loose wire was causing the pump to "hiccup".

Parts for the tractor are on order for the front steering cylinder.

7:36pm: Maintenance report concluded

7:38pm: Janet and Tom suggest we replace the park owned laptop. The operating system and software is several years out of date. Donna recommends a \$1,500 budget. Anita makes motion to allow this amount to be used for a new laptop and software. Motion accepted.

7:50pm: Other Notes

25 Dogwood has sold

99 Pine Ridge is off the market

160 Redwood is for sale

7:20pm: Open Forum

Helen asks why her check has not yet cleared. Donna picks up the checks prior to the 7<sup>th</sup>, and also on the 7<sup>th</sup> of each month, then processes them and sends them to Hodges. The board discusses the option of members being responsible with getting their check to Hodges by the 1<sup>st</sup>, to be cleared by the 7<sup>th</sup>. This way there is no blame shifting and it takes this task off of the board's hands. It's decided to put this new rule into effect for April 1<sup>st</sup>, 2022. A letter will be drafted, and copies will be posted in the mail house.

Helen and Tom speak on behalf of the Rules Committee and asks why rule violation letters haven't been sent out. Janet explains that it's the Rules Committee's position to notify the board of rule violations, and the boards responsibility to send letters appropriate for the offense.

8:41pm: Meeting adjourned

SUBMITTED BY:

Tara Campbell, Secretary