

## ANNUAL MEMBERSHIP MEETING

Accepted by Membership 9/26/18

September 16, 2017 2:00pm

**1. Call to order, flag salute, and attendance**

The meeting was called to order at 2:10 pm

Board members present: Donna Rollins, Liz Peacan, Mike McCarthy, Peter Bartlett, and Sue Perkins, representing 5 of 8 filled Board positions.

Members Present: 55 member households signed the log, and 1 guest logged in

**2. President's Message**

- President Donna Rollins expressed the urgent need for members to step up to fill the 8 vacant seats on the Board of Directors. Because she herself is leaving with 1 year left on her term, the new President only needs to fill the position for 1 year. It is an excellent opportunity to try it out, volunteer for at least one year. Donna also expressed how training and support would continue, so that no director would be left without support.
- Donna's message included a brief review of how hiring a management company – although it will be presented in the budget options – would increase lot rents to an extreme degree. And even if a management company was hired, a 5-member Board would still be required, for oversight & reporting.
- Donna drew everyone's attention to the new format of the agenda, wherein the Auditor's Report would not be reviewed and accepted, and how several documents were not included in the mailed packet. All documents are available here at the meeting, and more copies can be made if requested, as well.

**3. Financial Statements at July 31, 2017**

- Kay Wallace (55 Chestnut) moved to accept the financials, seconded by Dick Boucher (59 Chestnut). Motion passed unanimously.

**4. Acceptance of 2016 Annual Membership Meeting Minutes**

- Liz Peacan (228 Redwood) mentioned that the lamp post issue had a deadline date set for 1 year, and the reasons ought to be explained. A: Donna discussed briefly that the Board had found a great deal of the work was underground and expensive, and the issue needed to be surveyed further. Ron Scovil (8 Dogwood) moved to extend the deadline for another year. Bob Whitehead (222 Redwood) seconded, and the motion passed.
- Donna moved to accept the minutes, seconded by Liz. Motion passed.

**5. Board Election**

- Donna explained our need to hold the election for a Board of Directors prior to considering the new budget, as several of the budget options required a full working Board.
- The slate of nominees was determined to be:  
Director-at-Large (2 yr term): R Whitehead and R Webb  
Director-at-Large (1 yr term): B Nelson Maintenance: J Bentley  
Secretary: M Nelson Treasurer: S Perkins Asst Treasurer: S Currier  
Vice-President: Anita Wise President: Adam Bergeron
- An intermission was held to count the votes, where it was found that the slate had been elected, with R Whitehead winning the Director-at-Large (2yr) seat. 41 ballots were received for the count, representing a majority of members present.
- Shirley Chamberlin (119 Redwood) Q: Since 2 of the BOD members are in the same household, how would the votes work? A: Only one vote per household, so the 2 directors would have to present only 1 vote between them
- Appreciation was expressed for these members stepping up. Each gave a brief speech

**6. Budget Presentation**

- Only the Proposed Budgets numbered 1, 3, 6, and 7 would be considered, as these budgets required a full Board.
- Randy Pratt (112 Pine Ridge): Q: Regarding plowing, if we have volunteers do it, can they be paid out of petty cash? A: Donna responded that being paid – whether cash or check – is still payroll or has tax consequences. Most of our long-term volunteers are not able to accept funds. Q: What if they received a rent discount? A: That is the same as receiving funds, and would require a 1099 at year end as well
- Although new Maint Director Jeremiah Bentley was called away to respond to an emergency/fire dept call, he had left word that he was confident the plowing could be done in-house with volunteers. Ron Scovil (8 Dogwood) made a motion to “give Jeremiah a chance” and accept Proposed Budget #3, which called for volunteer plowing and a \$10 rent increase. Seconded by M Sweeney (96 Pine). Motion passed unanimously.
- Donna clarified that the rent increase would take effect January 1, as a 60-day written notice was required. Additionally, if the new Board found that the proper operation of the park could not be effected within this budget, the rent could be further increased at any time, as long as 60-days notice given.

**7. Forum**

- Due to the different format of this Annual Meeting, President Donna Rollins allowed a period of open forum, for any questions and concerns to be discussed.
- The subject of the vandalism in the storage area was raised. Several members suggested cameras and spotlights. A: we had been using a camera, but every offense occurred just when the camera was removed for maintenance or to be placed in a different area of the park. Donna made a motion to consider closing the storage area, but there was no second. Q: Dick Boucher – this is not a liability for the park, is it? A: No, all users of the area have always done so at their own risk, and have been advised to insure their items. Rick Webb (114 Redwood) : What about the perpetrators of the vandalism? What's being done? A: it is an open case with the police department, and no information can be given out. Several members inquired as to where items can be kept, if not in the storage area? A: Seasonal recreational vehicles can be kept on paved areas of a driveway. Some asked if driveways could be modified to fit items. A: with Board approval, using the Driveway Extension Permit form.
- Kay Wallace had 2 concerns from the Auditor's Report: 1) CIP committee should be determining the remaining useful lives of infrastructure, and coming up with a plan. A: It will be impressed upon new Board to get that committee going. The outgoing Board basically did it them themselves, and had several items earmarked on their agenda for the future. Culverts were done, and roads have been addressed. Next up: water pipes. Kay: 2) Note #11 states there is a concentration of credit risk in the amount of \$48,000 that exceeds FDIC insurance. A: Donna asked Chris Clasby (guest) of ROC-NH to respond: Your loan banks do require that all reserves be kept in their banks. A solution is to set up a discretionary account, from the operating account, in the amount of the at-risk monies.

**8. Free Rent Drawing**

- The Gibeault household (3 Elm) won the free rent drawing for October's rent.

**9. Adjournment**

- Mike McCarthy motioned to adjourn the Annual Membership Meeting. Motion was seconded by Kay Wallace, and the meeting was adjourned at 3:27pm