

December 12, 2019 Board Organizational Meeting Minutes

Board Organizational Meeting
ECIA Community Center
December 12, 2019
Classroom at Community Center

Call to Order – meeting called to order at 1:02 pm

Roll Call / Declaration of Quorum

- George Rutter, Sal Monaco, David Sorkin, Nancy Sulzberg, President and Carol Sanguinetti, Treasurer present. Melicent D'Amore, Vice-President via phone. We have a Quorum present
- Rachel Turnbough and Julie Navarro present from staff to take notes

Comments

1. Review and assign Board of Directors' Terms
 - David Sorkin - 2020
 - George Rutter - 2020
 - Melicent D'Amore - 2021
 - Sal Monaco - 2021
 - Carol Sanguinetti - 2022
 - Nancy Sulzberg - 2022
2. Election of new ECIA Officers – Sanguinetti has stepped down as Treasurer of the Board.
 - Secretary – Nancy Sulzberg moved to nominate Carol Sanguinetti as Secretary, Sal Monaco second, 5 in favor, no opposed
 - Treasurer – Carol Sanguinetti moved to nominate Sal Monaco as Treasurer, second by David Sorkin, 5 in favor, no opposed
3. Assignment of Committee Liaisons
 - Architecture Committee – George Rutter as liaison and Melicent D'Amore as alternate
 - Bylaws Committee – Nancy Sulzberg as liaison and no alternate
 - Conservation Committee – Carol Sanguinetti as liaison and no alternate
 - Election Committee – Sal Monaco as liaison and Melicent D'Amore as alternate
 - Environmental Committee – Carol Sanguinetti as liaison and Sal Monaco as alternate
 - Facilities and Grounds Committee – David Sorkin as liaison and Sal Monaco as alternate
 - Finance Committee – Sal Monaco as liaison and David Sorkin as alternate
 - Information Committee – Melicent D'Amore as liaison and Carol Sanguinetti as alternate
 - Roads Committee – Melicent D'Amore as liaison and Carol Sanguinetti as alternate
 - Stables Committee – George Rutter as liaison and Carol Sanguinetti as alternate
 - Public Safety Task Force – George Rutter as liaison and no alternate
 - Website Task Force – David Sorkin as liaison and no alternate
 - Nancy Sulzberg moved to approve the Committee Liaison list, second by George Rutter, 5 in favor, no opposed
 - Chat will be uploaded to website
4. Board Discussion
 - Better Eldorado – some view as positive and some view as negative; can spin information
 - Once information is on ECIA website, it is considered public information
 - Use Better Eldorado as a tool to get information out to a different part of the community

- Consider having media coordinator to monitor information going out to the public is accurate and correct
- Consider sending a letter to Better Eldorado Webmaster from the Board and ask to meet to discuss how we would like information is being given to people
- Consider using press releases to distribute information to different outlets that we want the public to get
- Carol will develop a disclaimer for website regarding information about ECIA found on other media outlets
- Carol Sanguinetti moved to elect Nancy Sulzberg as spokesperson for ECIA, second by George Rutter, 5 in favor, no opposed
- Community Forums
 - Started by previous president and was held on the second Thursday of each month.
 - If continue with this, change how it is set up; led by members
 - Poorly attended and not run very well.
 - Discussed having a forum or town hall meeting maybe once or twice a year when people are still around
 - Have various themed forums throughout the year - make them topic based.
- Bylaws
 - Some information in Bylaws revision was put in by lawyer, some information wanted in Bylaws was nixed by the lawyer.
 - Compensation section – questions about it. None in favor of keeping it; revert to the original language.
 - Article V – change back to 5 members as minimum number of Board Members instead of 3 members
 - Article VI section i – availability of audio and video recording and books and pages. Want to have all available – include electronic recordings as records. Lawyers recommend not keeping recordings after a meeting; recordings are for minute taking purposes only. This is different than stream meetings live; not recording.
 - Article VI section vii – Quorum – Can it be 50% or more, why does it have to be a majority? All good with this change. – **has to be majority based on Butch and Amelia's research**
 - Article XIII – Assessments – redundant because of the Declaration of Covenants. Good to put in Bylaws because it clears up what it says in Declaration. Include a section that specifies penalties, liens, personal obligations, etc.
 - Have a financial FAQ that can answer all these questions about assessments instead of putting this information in the Bylaws.
 - List different issues that can arise from assessment nonpayment and have people refer to the DOC.
 - Article VI section v – Executive Sessions – took out personnel matters as able to discuss in these sessions. It was re-defined in legal issues that could be discussed in these sessions. (Comes under C)
 - What is considered a written request – ask people why they are requesting these documents. Change the records request form
 - Review the current ECIA form and get a copy used by HOAMCO
- VISTAS Articles
 - President does not have to write every board article; each board member will submit a relevant article
 - George take the month of April
 - Sal take the month of May
- Parliamentarian
 - George appointed parliamentarian.

- George will give a refresher course on Robert's Rules of Order
- Make an announcement at the beginning of each meeting that this meeting follows Roberts and if you get rowdy and out of control people will be asked to leave
- Short policy posted on the website so members are aware and know what to expect – Sanguinetti to write this
- Nancy Sulzberg move to make George Rutter parliamentarian for any board meeting or other public meeting, second by Sal Monaco, 3 in favor, no opposed
- Boys and Girls Club
 - Joseph Gutierrez has agreed to be our County liaison
 - Roman Abeyta, Executive Director of Boys and Girls Club, come Jan or Feb and give a presentation about what Boys and Girls Club does
 - Board will determine how non-resident children can use our facilities – thought to be 80% Eldorado kids/20% 285-corridor kids
 - 25-50 kids ranging in ages 8-18 years old
 - Chance for positive press and not sure how many people would be interested
- Public Safety Task Force

George Rutter to Direct

- Public Safety Task Force will take over fire mitigation planning from Conservation Committee
- Fire Mitigation is a serious topic and plans need to be made quickly and get started educating home owners and get procedures in place
- Get vendor out here to mow the greenbelts and have a proposal in place
- Need to get a survey done so we do not cross property lines
- Julie Navarro to follow up on existing mowing service and survey service
- Jan 6, Nancy Sulzberg, George Rutter and representatives from Conservation Committee will meet with fire chief
- Have money in budget to get this done this year
- Fire Ecologist should be chosen by January 7
- Come up with emergency preparedness plan – ideas
 - Active Shooter training?
 - National Night Out
 - Door hangers to indicate evacuation complete
- George put together an overview of what the task is and what they cover – fire being primary and first up
- Stables roads – Road Committee next meeting in January; Mike, Melicent, George and Amelia to meet at stables and go over what needs to be done at the stables when there are emergency conditions
- Website Task Force

David Sorkin to Direct

- Make this task group official
- Made up of 3-4 people – board and community members
- Garrett Vreeland, website designer, will only work with one person
- Margaret Shacklee a possible member of task group
- Ideally have the website up and running by June – is this plausible?
- Jessica start transferring information from current website to new website – Garrett needs to provide overview and training on how he would like this completed

Adjournment – George Rutter motion to adjourn, Carol Sanguinetti second, 4 in favor, no opposed