

# Freedom Pond Cooperative

45 Vaillancourt Dr.

New Ipswich, NH 03071

## Board of Directors Meeting Minutes February 15, 2016

Meeting called to order at 1800. Board Members present were Joyce, Jacques, Dick, Diane as acting Secretary and 3 members.

### Reports

Minutes of the B.O.D. meeting of January 11, 2016 were accepted as read.

### Treasurer:

Current financials as of 2/01/16 are as follows:

❑ Operations:		
▪ Beginning Balance:		\$52,367.31
▪ Deposits - rents & membership:		18,952.00
▪ Payments: (see attached)		8937.25
▪ Transfers:		4167.00
▪ Ending Balance:		\$58,215.06
❑ Capital		
▪ Beginning Balance:		\$78,654.45
▪ Deposit: (Transfer from Operations)		1,667.00
▪ Ending Balance:		\$80,321.45
❑ Escrow		
▪ Beginning Balance:		\$313.58
▪ Deposits: (Transfers from Operations)		2,500.00
▪ Ending Balance:		\$2813.58

Delinquent Rents = 4 households                      4 of these are on payment plans

Delinquent Memberships = 6                      4 of these are on plans

Members Paid in full = 25

### Operations:

- ❑ A leak at 33 Tote was identified, and the 1 ¼ in pipe repaired. The Water was off for about 1 hour.

### C.R.C.:

- ❑ Another dumpster complaint was received and the Member was instructed to bring the complaint to the Board of Directors, as this is not a Rules violation.
- ❑ Box is installed and forms available above on Communications Board.

### Secretary:

- ❑ FEMA acknowledgement of receipt form has been sent. Mike is waiting to hear from the insurer about the address on the FEMA form, as it has not yet been changed to 45 Vaillancourt Drive.

### C.W.S.:

- ❑ January Total Coliform was negative as was the follow-up sample from leak on Tote.
- ❑ The samples from both park wells, taken by the State contractor for VOC's were also negative.

### Old Business

- ❑ Nominations Committee—Three Members have agreed to serve on the Nominations Committee. They are Jackie Beausoleil, Lynn Vaillancourt and David Rand. Jacques made a motion to accept them as the committee, Dick seconded and the motion passed.

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- ❑ Duties of the Treasurer—Reviewed and Discussed. Motion made by Dick, second by Jacques to accept as written. The motion passed.
- ❑ Operations/Maintenance Committee—Dick will review for next meeting.
- ❑ Budget/CIP—Jacques will set up a meeting to finalize before the next Board meeting.

## New Business

- ❑ New Member—Frank Brennan, 6 Moose. Motion made by Joyce to accept, second by Dick, passed.
- ❑ New Member Packet—Currently under review. There may be a possibility that Admiral will directly take applications and payment, Jacques will explore.
- ❑ Membership Agreement—Revised to remove all reference to payment plans, as all new members must pay the entire fee. A typo was corrected. Motion made by Jacques, second by Dick to accept the revised form, the motion passed. The form will be presented to the Annual Membership Meeting.
- ❑ Occupancy Agreement—Revised to conform with the language in State of NH 301-A (from which it is quoting). Changes were reviewed. Motion made by Dick, second by Jacques to accept the revised form. The motion passed and the form will be presented at the Annual Membership meeting.
- ❑ Past Due Rent Collection—Reviewed. All agreed that it “needs work”. They will bring suggestions to next Board meeting.
- ❑ Bylaws Format—All Board and 2 Members have reviewed and found it very helpful. Member reported that the headings made it easier to find what they were looking for. Motion made by Dick, second by Jacques to accept new format. Motion passed. Format to be presented at Annual meeting.
- ❑ Nominations Committee Policy—Motion made by Dick, second by Jacques to accept, motion passed.
- ❑ Petty Cash Policy—Motion made by Joyce to rescind, second by Dick, the motion passed.
- ❑ Membership Certificates—Samples were examined, will ask Members how they would like to have their names listed and prepare them for the Annual Membership meeting. Motion made by Jacques, second by Dick to use the color version on parchment, motion passed.
- ❑ Jacques requested reimbursement for the Secretary of State Report. Motion made by Dick, second by Joyce to reimburse with proper reimbursement form, motion passed.
- ❑ Amy Sasner has requested refund of her Membership fee. Motion made by Joyce, second by Dick to reimburse her, motion passed.

The next regular Board Meeting will be held at 6:00 pm on March 7, 2016, location to be determined.

The meeting adjourned at 1910.

  
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Michael Veprauskas, Secretary

3/7/2016  
Date