

Freedom Pond Cooperative, Inc.
45 Vaillancourt Drive
New Ipswich, NH 03071
website: <https://www.freedompond.org>

Board of Directors Meeting Minutes
New Ipswich Congregational Church
October 13, 2020

Meeting was called to order at 1003. Present were Terry, Debby, Diane and 2 members.

Minutes of the B.O.D. Meeting September 12, 2020 were accepted as read.

Reports

Financials:

Current financials as of 10/1/2020 are as follows:

❑ Operations:		
▪ Beginning Balance		\$33, 165.53
▪ Deposits		16,850.00
▪ Payments /Transfers:		34,894.51
▪ Ending Balance:		\$15, 121.02
❑ Capital		
▪ Beginning Balance:		\$61, 514.22
▪ Deposit: (Transfer from Operations)		2085.00
▪ Payments		0
▪ Ending Balance:		\$63, 599.22

Membership:

- ❑ There was one outstanding rent (8 Vaillancourt Drive). A Writ of Possession for the property at 8 Vaillancourt Drive has been filled at District Court. Ruling is pending.
- ❑ 9/28/2020 - An Action without a Meeting occurred to authorize a ballot vote petitioning the Membership for: 1) an additional \$11,650 in Capital Funds for site work at 37 Tote and Tote Drive paving. 2) Sale of the existing shed to the new Member at 9 Vaillancourt Drive. Results were as follows: Additional funding - 30 Yes, 1 No. Sale of shed - 29 Yes, 2 No.

Operations:

- ❑ Tree cutting by Wally's Tree Service is complete for the current fiscal year. Requested work will need to be postponed for five home lots until April 2021.
- ❑ Two quotes were received from vendors for grounds maintenance work.

Old Business

- ❑ *Fall Clean-up* – after review and discussion of the two vendor quotes, a motion was made by Debby and seconded by Terry to accept the proposal by from EPJ Quality Jobs for Fall cleanup at \$400. The motion passed.
- ❑ *Procurement Policy* - a revised Policy was distributed and reviewed. The primary focus was the elimination of all references to "verbal " quotes and estimates, which have proven unsatisfactory. All future quotes/ estimates will be required in writing. A motion was made by Terry and seconded by Debby to approve the Policy as revised. The motion passed. The new Policy will require Membership approval at the next Annual Meeting.

New Business

- ❑ *Disbursements* - Payments/ Approvals: Town of New Ipswich: \$238 for building permit at 9 Vaillancourt. Wally's Tree Service: \$3,300 for work at 37 Tote. Smith-Weiss Shepard: \$379 for

legal services at 8 Vaillancourt. Saari Excavating: \$4,500.00 for new septic tank/ sewer lines servicing 16 Tote/ 9 Vaillancourt. \$3,500 for site work at 9 Vaillancourt. \$5,000 for drainage work at 8 Vaillancourt. JDK Paving: approval of paving agreement for Tote Drive at \$5,650. Reimbursement requests for completed Capital Projects were signed for forwarding to TD Bank.

- ❑ *CGL&P Audit* - a request for an online audit was received from our CGL&P carrier. The motion was made by Terry, seconded by Debby to authorize Diane to complete. Motion passed.
- ❑ *2nd Quarter Budget Reconciliation* - the on-going scorecard was distributed and reviewed. The only significant over expenditure was for new home site prep. A number of other projects were scaled back or cancelled to help offset site preparation costs. Elimination of some park street lights, to cut back on expenses, will be on the agenda at the next Annual Meeting.
- ❑ *Fall Common Area Walk-through* - the consensus was to post-pone the walk-through until after Fall clean-up.
- ❑ *Membership* - a revised Form was presented that combines the **Volunteer Service Agreement** and stipend payment approval on a single Form (to help reduce paperwork). Motion by Terry, seconded by Debby to accept. Motion passed. Letters will be sent to residents who will not receive expected tree work this FY.
- ❑ *Open Forum* –there were no concerns.

The next B.O.D. Meeting will be at the New Ipswich Congregational Church, November 10, 2020, at 10 am. The meeting adjourned at 1140.



Michael Veprauskas, Recording Secretary Date 11/10/2020