

February 15, 2024

Meeting of Candidates for the SBHOA Board
Toop 7 Barricks 5:30-8pm

Attendees:

Kathy Davison

Joanne Kempton

Lisa George

Martin McDonnell

Peggy Ranieri

Jessica Harrison

John Kelly

Absent: Bob Crabb

Kathy introduced the candidates and thanked everyone for their interest in participating on the 2024-2025 board and making the time to attend this meeting.

- **Purpose of the meeting:** Kathy explained that this is an unprecedented situation for the HOA where two of the three Executive Committee members have decided to step down and the residents who have stepped up to be on the Board have not been involved with the Board or on any committees of the HOA. She wanted to use this meeting to help with transition and to begin to see how the Board operates, their responsibilities, and to understand the time commitment involved. The Board is the governing body of a business, the SBHOA, it has many moving parts, and is accountable to the members.
- **Brief history of Sandy Brae:** Kathy presented an informative explanation of the community and the board.
- **Identify and explain service providers and professional organizations:** Kathy provided the names and services of the current landscaping and snow removal companies, along with the accountant, attorney, and tech companies. We have a zoom account, a google email, and a credit card for expenses.
- **Explanation of duties and responsibilities including Board agreement and confidentiality form:** Kathy provided a handout of the NDA that will need to be read, understood, and signed by all board members in July. She stressed the importance of this document and the difficulties that could be faced, especially when dealing with neighbors.
- **Financial information (review financial reports in advance from HOA website):** Kathy explained that the board has created a culture of transparency. All current financial documentation can be found each month on our website.
- **Election process:** Kathy explained the process as outlined in the Covenants and the process that was passed by the current board in January due to the limited number of candidates that applied. It would not be financially feasible to do a mass ballot mailing.

- **Transition plan update:** Kathy explained that Joanne Kempton, current Treasurer, would be leaving the Board. However, she will head a Financial Committee and assist Jessica Harrison, who expressed interest in filling the position of Treasurer, with the transition. Kathy explained that in January, the board voted to approve offering her the position of Board Emeritus. It is an honorary position with no voting power. This will allow her to assist the new president and board legally with this transition. With this unprecedented Board situation, having both of these ladies available during transition and beyond will be most valuable.
- **Questions and discussion:** There were procedural questions asked and answered. A date was set for the candidates to meet again at Peggy Ranieri's home on Tuesday, February 20th @ 5:30 p.m. to continue the conversation of duties, and discuss a potential candidate for president of the board.