

MINUTES

FOXCLIFF ESTATES SOUTH HOMEOWNER'S ASSOCIATION, INC.

BOARD OF DIRECTORS

ORGANIZATIONAL MEETING

SATURDAY

FEBRUARY 17, 2007

CLUBHOUSE

ATTENDING: Daymon Brodhacker, Mark Dice, Doug Garrison and Bruce Kohl

I. DETERMINATION OF OFFICERS

The Board of Directors were elected to the following offices:

President	Daymon Brodhacker
Vice-president	Doug Garrison
Secretary	Bob Altizer
Treasurer	Mark Dice

II. DETERMINATION OF BOARD OF DIRECTORS LIAISONS TO COMMITTEES

The Board of Directors were assigned as Liaisons to the following committees:

Ad Hoc (Covenants)	Bob Altizer
Building Control	Bob Altizer
Clubhouse	Bruce Kohl
Common Areas and Lakes	Mark Dice
Communications	Daymon Brodhacker
Drainage	Mark Dice
Pool and Tennis Courts	Bruce Kohl
Roads	Daymon Brodhacker
Safety	Doug Garrison
Social Committee	Bruce Kohl

The Board of Directors have elected to re-align Board of Directors Liaisons with re-aligned Association committees. For example, the Clubhouse, Pool and Tennis Courts and Social Committee have been aligned under one Board of Directors Liaison. Another example is that the Lakes committee has been aligned with the Common Areas and will be under one Board of Directors Liaison as the Common Areas and Lakes committee. While each committee will still function separately, this re-alignment will enable the Board of Directors to more easily manage their efforts.

The Board of Directors have also elected to direct each committee to conduct an operational review and revision of what they do (responsibilities and scope of the committee), why they do it, how they do it and when they do it. This effort is an attempt to bring all committees into a similar operational knowledge and alignment where everyone can know the rationale for our committees, what each of our committees do and why, how and when they do it.

These operational reviews and revisions are not meant or intended to be an exhaustive effort for anyone. An example is provided below.

EXAMPLE

2007 OPERATIONAL REVIEW AND REVISION

Communications Committee

WHAT THEY DO (RESPONSIBILITIES AND SCOPE)

The Communications Committee is responsible for all general and approved communications from the Board of Directors to the Association membership. Generally, general and approved communications means communications of an informative nature, (communications such as Board of Directors meeting agenda and minutes, financial and committee reports and notices of upcoming events).

HOW DO THEY DO IT?

All general and approved communications from the Board of Directors to the Association membership shall occur through media that includes but is not limited to:

The Fox Tales newsletter;
The web site;
Flyers; and
Phone.

WHY DO THEY DO IT?

The provision of general and approved communications from the Board of Directors to the Association membership is to keep the Association membership aware and informed of general Association business and happenings.

WHEN DO THEY DO IT?

Any communications of an informative nature should be forwarded to the Board of Directors Communications Committee Liaison. The Board of Directors Communications Committee Liaison then ensures that the FoxTales newsletter is published quarterly, the website is updated as needed but no less than monthly, flyers are, can be or may be provided as needed and phone calls made as needed.

Based upon their operational reviews and revisions, the committees are to then generate operational change recommendations to their Board of Directors Liaison. The Board of Directors Liaison will then share those operational change recommendations to the full Board of Directors for their consideration and action. There is hope that this effort can be completed within two months.

EXAMPLE

2007 OPERATIONAL REVIEW AND REVISION RECOMMENDATION(S)

Communications Committee

The Communications Committee recommends the Board of Directors Liaison for this committee be the president of the Association.

In the coming year, the Board of Directors have also elected to:

Bring to implementation a plan to begin resolve of our drainage problems.

Conduct a review of the duties and responsibilities of the Association Manager for possible revision.

Consider the Association Manager position as a contract position.

Continue to refine fiscal policies, practices and reporting mechanisms.

Reconsider the movement of Association management to an Association management company.

ADDENDUM

After my previous distribution to you for review and contribution, Mrs. Holland indicated that there needed to be reference to who would be permitted to sign checks on behalf of the Association. The past practice has been that the president, vice-president, treasurer and Association Office Manager were the check signers. I recommend that the people in these four positions continue this practice.