

SANDY HOOK COMMUNITY ASSOCIATION

Board Meeting Minutes
Monday June 7, 7:00 PM at Peter Harvey's house

Chair: **Vallieres**

Board Members Present: **Cappelletto** **Clark** **Exner** **Fletcher**
Harvey **Hertz** **Perera** **Slevin**
Vallieres **Waddell**

Board Member Absent: **Hutchinson** **Nash**

- 1 The meeting was called to order at 7:15.
- 2 Election of Officers with the following result;

President: Kirk Exner
Vice President: Gray Waddell
Treasurer: Harold Fletcher
Secretary: Peter Harvey

Harvey suggested distributing some of the Secretary tasks. It was agreed that;

- Harvey would mentor Slevin who will be the web master
- Ivana would continue to do the News Letter
- Harold will manage the relationship with the Province
- Exner will offer the principle items for the Agenda's
- Harvey will manage membership list
- Harvey will draft Agenda's (with Exner)
- Harvey will create meeting minutes
- Harvey will create orientation package for each Board Member
- Harvey will do other secretary tasks such as; draft correspondence, manage document archives, etc unless Board delegates task to others

Harold to adjust signing authorities to be the 4 officers.

- 3 The Board reviewed the draft AGM Minutes. Clark pointed out a spelling mistake and Exner suggested removing a word. No other comments were offered.
- 4 Fletcher offered a Treasurer Report which included numbers to-date.

Next Meeting to be July 5th, 2010 at 7 pm at Kirk Exners house (6157 Coracle).

Adjournment: 8:39