

Worthley Pond Association

Board of Director Meeting

September 16, 2012, 6:00 pm
35 East Shore Road (Nash home)

Attendees:

President – Don Sillars (out-going) , Gary Nash(in-coming)
Vice President- Gary Nash(out-going)Peter Brawn (in-coming)
Treasurer – Kathy Barrett (out-going), Cindy Kelley (in-coming)
Secretary – Dave Davis (out-going), Donna Dickson (in-coming)
Board of Directors – : Tim Placey, Bill Gates and Steve Gallant

Agenda:

1. Review and acceptance of July 17, 2012 Board meeting minutes
2. Review and acceptance of Sept 2012 Financial report - by Treasurer Kathy Barrett
3. 2011- 2012 Wrap and and transition
 - i. Store
 - ii. CBI
 - iii. Budget
 - iv. Officers
 - v. Recognitions (letter from Board)
4. 2012 – 2013 Planning
 - i. Review of board operations
 - i. Bylaws
 - ii. Email communications
 - iii. Sub Committees
 - iv.
 - ii. Key Dates in 2013
 - i. Annual Membership meeting
 - ii. Christmas in July
 - iii. Golf Tournament
 - iv. Ice Cream Social
 - v.
 - iii. Sub Committees
 - i. Store
 - ii. CBI

- iii. Lake Smart
- iv. Water Testing
- v. Christmas in July
- vi. Golf Tournament
- vii. WPA Scholarship - Jim Denholm
- viii. Membership
- ix. Budget
- x. Web Site
- xi.

5. Open Items:

- i.
- ii.

WPA Board of Directors Meeting

Sept. 16, 2012

Gary Nash's home

Present:

President – Gary Nash, (in-coming), Don Sillars (out-going)

Vice President - Peter Brawn (in-coming)

Treasurer – Cindy Kelley (in-coming), Kathy Barrett (out-going)

Secretary – Donna Dickson (in-coming), Dave Davis (out-going)

Board of Directors – Tim Placey, Bill Gates and Steve Gallant

At 6:05 p.m., Gary distributed an agenda and gave the assembled group an idea of his approach to chairing the Board. He asked if there were any additions or deletions to his proposed agenda. Hearing none, he opened the meeting at 6:15 p.m. First, he asked if there was any additions or corrections suggested for the Secretary's Report. Since there were none, Tim made a motion and Pete seconded it, that the Secretary's report be accepted as written. It was approved. Next, Kathy shared a copy of the Treasurer's Report for September 2012. She indicated that the report did not include money from purchases made at the WP store over the Labor Day weekend. She indicated that the amount of sales totaled \$220.00, but that she had not yet received it and therefore it was not included in her report. There were no additions or deletions recommended and Steve made a motion that the "Cash Flow Statement" be accepted as written. This was seconded by Tim and approved by the group.

Treasurer's Report 9/12

	Income	Expenses	Balance
6/30/2012			\$ 13,929.91
Dues received	\$ 800.00		\$ 14,729.91
Store Income	\$ 1,687.31		\$ 16,417.22
Store Expenses		\$ 2,989.80	\$ 13,427.42
Sales Tax			\$ 13,427.42
Golf	\$ 5,399.00	\$ 2,994.84	\$ 15,831.58
CBI	\$ 950.00	\$ 1,060.00	\$ 15,721.58
Lake Smart		\$ 778.58	\$ 14,943.00
Website license		\$ 275.00	\$ 14,668.00
COLA Dues		\$ 150.00	\$ 14,518.00
Postage		\$ 65.25	\$ 14,452.75
Office Expenses		\$ 111.79	\$ 14,340.96
Water testing	\$ -	\$ -	\$ 14,340.96
Town of Peru			\$ 14,340.96
Insurance		\$ 1,247.00	\$ 13,093.96
ice cream		\$ 176.00	\$ 12,917.96
Welcome Back		\$ -	\$ 12,917.96
Annual Meeting		\$ 56.23	\$ 12,861.73
Christmas in July		\$ 160.00	\$ 12,701.73
Current Balance			\$ 12,701.73
	\$ 8,836.31	\$ 10,064.49	
Savings			\$ 2,106.88
Balance Savings and Che			\$ 14,808.61

The first agenda item was a “wrap-up of the activity at the WP Store”. Don indicated that he and his wife, Sarah, had completed a preliminary inventory of the goods left at the end of the summer. Several members indicated that they would like to return to the use of the Excel program for inventory control next year. Pete made a motion that Tim work with Pam Newton to close out the Store activity for this year and oversee the implementation of the Excel program for next year. This was seconded by Steve and approved by the Board.

Dave presented an update on the activity for the CBI. He needs any outstanding bills for supplies or materials used for this activity. He also needs any outstanding CBI forms so that he can finalize his report to the State of the activity at Sunset Cove for the summer. The report is due Oct. 1, 2012. Dave indicated that we still have \$1900 from the State that has not been used yet. He said that we had 13 volunteer inspectors this summer and that we really need more. He also suggested that we consider starting inspections earlier in the year and continuing into October so inspect boats utilizing our pond at those times. Pete made a motion that we accept Dave’s preliminary report. It was seconded by Tim and approved by the group.

The next agenda item was a “wrap-up of the budget”. After a brief discussion, there was an agreement that Kathy would send a copy to the proposed 2012-2013 budget to each of us via e-mail and that we would each review it and vote via return e-mail.

On the item of “transition of officers” Kathy and Dave indicated that they had brought all paperwork, lists, etc. associated with their positions for the new treasurer and secretary. The new President and the Treasurer will need to sign appropriate forms in order to be able to sign checks for the WPA.

Gary asked if the Board would be interested in sending Letters of Recognition to all of those who have participated in the activities or provided services for the WPA. Board members agreed that this was a good idea and Gary offered to e-mail a list to Board members of all of the people that this includes for our review and approval. Kathy indicated that she would send a copy of the WPA letterhead that she has been using to Gary for our use.

Review of Board operations was the next topic of discussion. Gary said where the By-Laws indicate that something needs membership approval, it will be so. If the Board members agree to do something then we will do it. If we do not agree, then the matter will be taken to the membership. We should have a review of the “level of approval” of what the Board can do and what the membership should do. Gary will ask Atty. Jennifer Kreckel (who has provided pro bono services to the WPA) if she would take a look at our By-Laws. Pete made a motion that Steve, Gary, Bill and Cindy review and update the By-Laws and issue the same to the membership at least 10 days prior to the annual meeting next year. This was seconded by Tim and approved by the Board.

Next, key dates summer 2013 were discussed. Tim indicated that the golf tournament has been scheduled for August 10, 2013. The Annual meeting must be within 14 days of the 4th of July and thus has been tentatively scheduled for July 13th from 9:00 – 11:00 a.m. Christmas in July will be held on the weekend of July 26, 27, and 28 tentatively. The ice cream social will be Aug. 17th at the Bus and the Welcome Back Social on June 29 at Gary’s home (both tentative dates).

Next we discussed sub-committees and the role of the directors/officers on them. The Board decided to take an active or lead role in all of the committees. As discussed earlier, Tim will continue to take an active role in the WPA Store. Dave will continue to do grant writing and reports for the CBI. Fran will continue as coordinator and Pete will assist with the effort to get more individuals to perform CBI duties. Gary will contact Dave Clements regarding his continued assistance with Lake Smart. He will also contact Bruce Eastman concerning his continuing with water clarity testing and reporting to the State on his results. Scott will test the pond both in the spring and summer as he has been. Kathy indicated that Christmas in July work consisted mostly of getting the judges and doing the advertising. Tim will work again with Dennis Gallant on the golf tournament. Tim suggested that there needs to be two sub-committees on this: one to raise prizes for the event and one to get more sponsors. Lastly, Jim Denholm has agreed to work on the Scholarship committee again next year.

The group discussed the membership drive and the way to get the best results. Most agree that a hard copy of the membership form needs to go out with the Spring Newsletter. The response to e-mails has not been as successful as the hard copy form.

Suggestions for improving the web site was the last agenda item discussed. Gary indicated that he had received a recommendation to add more pictures to the site. He will work with Brian on this and other improvements. A suggestion was made to add names of sponsors for the golf tournament to the Web Site. This might attract more sponsors.

Gary asked if there was more that anyone wanted to discuss. Steve indicated that he would like to have signs at both ends of the pond advertising the Store. Tim suggested large blue signs with white lettering for better visibility. He also asked about signs saying Welcome to Worthley Pond. Pete indicated that we should have a sign at the new boat launch (Sunset Cove) for Milfoil information. Pete volunteered to contact the town officials about moving signs and giving them to the town so that they can remain up year round.

Pete asked if anyone knew when the boat launch was going to be closed for repairs. Bill said he would check on the dates and let us know.

With the business complete, Steve made a motion that the meeting be adjourned. The motion was seconded by Pete and the meeting adjourned at 8:10 p.m.