|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***In******Attendance*** |  | ***Board Member*** | ***Board Position*** | ***In******Attendance*** |  | ***Board Member*** | ***Board Position*** |
| X | BK | Bill Klein |  | X | MK | Michael Klecka | President |
| X | BH | Brian Haberstich | Dep. 8:46 | X | ML | Michael Ladas |  |
| X | EL | Eric Lukacsik |  | Called | PY | Perry Youngs | Treasurer |
| X | JL | Jeffrey LaHaye |  | X | RE | Ron Edgington |  |
|  | MB | Mike Bearce |  | 8:26 | TZ | Tom Zakosek | Vice President |
| X | MS | Marty Savino | Secretary | X | KA | Ken Amdall | Attorney |
|  |  | ***Clubhouse Manager*** |  |  |  |
|  | PR | Phoebe Ruffin |  | CL | Carol Large |

# Call to Order:

The meeting was called to order at 7:31 p.m., by President **MK** in the Steeple Run Community Center.

***Executive Session:*** Called at 7:32 by **MS, BH 2nd.** Out at 7:44

# Resident Comments: None

# **Minutes:**

Minutes from the December 10, 2015 Board Meeting and the December 17, 2015 Special Board Meeting **Approved – BK, BH 2nd; passes.**

# **Treasurer/Financial Report (PY)**

* Transferred $10,000 from Chase 1297 to Chase 9701 on 12/17/15

# **Legal Report: (KA)**

* Discussion of number of unpaid assessments
* Discussion regarding non-receipt of assessment letters by residents

# **Clubhouse Report (PR)**

* Multiple “return to sender” assessments notifications received
* Clubhouse remodel from 1/25/16 to 4/1/16

# Committee Reports:

*Pool Operations (CL):*

* **TZ** will follow up on filtration system work to verify completion
* Discussion of pool operations
* Discussion of proposal by advantidge software for pool. **Motion** by **BK** to accept their bid; **ML 2nd, passes.**

*Grounds (PY)* :

* Damaged tree removed, and vendor coming back for roots **BK** will seed area.

*Finance & Projects (PY) - none*

*Building*

* Office will be relocated to lower level during remodel
* **Motion** by **TZ** to use two PODS for furniture storage during remodel,  **RE 2nd; motion passes.**
* **Motion** by **MS** to hire movers, cap of $2,000 to fill PODS with clubhouse furniture, then replace after remodel; **TZ 2nd, motion passes**. **MK** will research.
* **MS**  to research cleaning services for clubhouse

*Communication*

* Steeple Run website has been completed

*Covenants (PY) - none*

***Unfinished Business:***

* Views delivery issues still exist.
* Discussion regarding making March the last paper Views issue
* Suggestion to have option to receive Views on paper by **MS**

***New Business:***

* Discussion how to handle assessments notices not received. Entire run will be re-printed; **TZ** will bring to post office

# Executive Session: Yes, by TZ, MS 2nd at 8:59; out at 9:07

# Meeting adjourned: Motion by RE, 2nd by BH, at 9:08 pm. Passes.

Next Board Meeting: February 11th, 2016, @ 07:30 p.m.

|  |  |
| --- | --- |
| ***Committee Summary*** | ***Internal procedures*** |
|

|  |  |
| --- | --- |
| ***Committee*** | ***Members*** |
| Administration | Michael Klecka |
| Building | Eric Lukacsik |
|  | Jeffrey LaHaye |
|  |  |
| Grounds | Bill Klein |
|  | Jeffrey LaHaye |
|  | Eric Lukacsik |
| Finance | Ron Edgington |
|  | Perry Youngs |
| Pool | Brian Haberstich |
|  | Marty SavinoTom Zakosek |
| Communication | Brian HaberstichMichael KleckaPerry Youngs |
| Covenants & Bylaws | Marty Savino |
|  | Perry Youngs |
|  | Michael Bearce |
| Social |  |

 | Will work on/address one proposal at a timeCommittees are responsible for the proposal detailsCommittees will make recommendation to full Board |

The 2015 December Steeple Run Community Council Board of Directors’ Meeting addressed the following:

* Approved reprint of assessments mailing
* Arranged for furniture storage during clubhouse remodel
* Steeple Run website is up and running
* New software purchase for pool approved