

Meeting of the Board of Directors – Riverview Estates HOA – May 19, 2015

Called to order @ 7PM at the home of Steve Halstead (per requirement to hold a BOD meeting within 10 days of the annual meeting – see By-Laws Article V, Section 9)

Present: Joseph (Joe) Yili, Stephen (Steve) Swierczek, Tangie Ulrich & Steven (Steve) Halstead

Absent: Steve Chantry

Business Items:

- 1) Review of minutes of the Annual Meeting held May 14 – Tangie took minutes at the meeting but a number of issues were not included for various reasons. Since the minutes were already in a MS-Word document, Steve Halstead agreed to finish writing up the minutes. Once completed they will be sent out for review and approval before they are posted or published.
- 2) Joanne Sharpe provided an updated version of her Financial Report for inclusion with the meeting minutes. This report will be added as a separate page to the rest of the minutes.
- 3) Election of Officers: **Steve Halstead volunteered and was selected to be the President of the Board of Directors (HOA); Stephen Swierczek volunteered and was selected to be the Vice President of the Board.** Steve Chantry has already volunteered to be Administrative Assistant/ Webmaster and that was approved. Since we have no Secretary and these days a secretary is usually called an administrative assistant, **Steve Chantry will be considered an officer in the position of Secretary** (unless he declines). It is understood that he will assist us (the Directors) in using the Go-Daddy functions, email, website, etc. and act as a resource person to help guide us in taking over the functions that the prior Board had been doing – and doing quite well. Joanne Sharpe continues as Treasurer.
- 4) Committee/Task Assignments: **Steve Swierczek will assume the leadership of the Architectural Committee.** It is hoped he can find others who will be able to assist him in this task. Joe Yili will assist Steve Halstead in visiting those Members who seem to be non-compliant with HOA restrictions. The plan is to first visit with such Members before we send them any formal communication informing them of such non-compliance and penalties that may be imposed for not complying by some point in time. Other duties and tasks will be identified and further assignments will be made at a future meeting of the Board.
- 5) Tangie Ulrich provided the new Directors background history on many events that are pertinent to managing the HOA. The new BOD wishes to thank Tangie and Steve Chantry for all their hard work and dedication in keeping the HOA effective and continuing services to all Members.

As of this meeting, Tangie Ulrich and Steve Chantry are officially relieved of their duties as Directors of the HOA and Steve Swierczek, Joe Yili, and Steve Halstead officially assume their duties as Directors on the BOD of the Riverview Estates HOA.

Meeting was adjourned at 8PM.

Recorded by Steve Halstead, President and Acting Secretary, BOD, Riverview Estates HOA