

Minutes of the Savannah Commons HOA  
April 5, 2018  
6:00pm  
Club House

In attendance: Pat Turner, Mike Caldwell, Mia Hynes, Joe Azzaro, Amy Broeker, Letha McCord, Jason Wilborn

Topic of Discussion:

Within weeks, the HOA will be losing our President, VP, and Treasurer to moving out of the neighborhood.

The neighborhood **needs to elect a new slate of executive officers as soon as possible**. At this meeting, Ms. Amy Broeker expressed a potential interest in serving but is going to continue to think about it. Mrs. Mia Hynes indicated that she will continue on as secretary through the transition year but then needs to step down and pursue other obligations.

The most pressing issue is Treasurer.

At the moment our options are this:

- 1) Ideally someone will volunteer to run for this position
- 2) We can hire the position out to a book-keeper, who we would make sure is bonded. This of course will result in a new cost to the neighborhood, but may become required in the absence of a volunteer.

Job Descriptions. Note: these are from Mia's hand, and not copied from any official documents. This is just for informational purposes.

President: serves as the public liaison for the neighborhood and communicates with any outside entities as necessary. Along with the VP and treasurer, provides guidance to residents should questions or concerns arise.

Vice President: very similar to President, although takes a less active role when it comes to engagement with outside entities (unless the President is unavailable).

Treasurer: manages the financial transactions of the neighborhood, including dues collection, payment of neighborhood bills.

Secretary: Manages the email account of the neighborhood and sends out correspondence as necessary.

At Large Board Members: as required, provides opinion/counsel in discussions amongs the executive board.

Note: Mike, Pat, and Mia will all be available to the new officers for advice and guidance.

Timeline:

We will call another HOA meeting May to formally solicit nominations and run an election. Should there be a lack of volunteers, the board (or whatever is left of it) will pursue investigation of hiring a book keeper.

Meeting was adjourned at 6:40pm.

Respectfully submitted by Mia Hynes, secretary