

# GPHA Q4 Meeting

Location: 1717 Alm Drive

Date: 11/12/2019

Time: 5:30

## Meeting Agenda

Attendees: Open to all residents

### I. Call to order

Amy Boller called to order the quarterly meeting of Gladstone Place Homeowners' Association at 5:35PM on November 12, 2019 at the home of Michael Thele, 1717 Alm Drive.

### II. Roll call


Michael Thele conducted a roll call. The following persons were present: Amy Boller (President), Rob Archer (Treasurer), Francine Smith (Greeter and Event Coordinator), Michael Thele (Secretary)

### III. Approval of minutes from last meeting

Prior to the current meeting, Michael Thele distributed the minutes from the last meeting by email for review and approval. The minutes were revised, approved, and submitted for posting.

### IV. Open issues


- a) Review of Annual Meeting; Resident's Feedback
  - i) Amy Boller presented the comment cards from the Annual Meeting for review. The board discussed each comment card to determine if action could be taken on the issues raised. No actions were deemed appropriate.
- b) Crisis Management Plan (i.e., what to do when the water main explodes)
  - i) Amy Boller presented a concern over how to communicate urgent concerns with the entire membership roster. A motion was made and approved to implement a crisis management plan. Francine Smith took an action to develop the plan in the form of a call-tree based on the membership phone list.
- c) Election of Officers

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- i) Rob Archer presented a request to transition out of the role of Treasurer. Michael Thele agreed to transition into the Treasurer role beginning at the next quarterly meeting.

## **V. New business**

- a) Treasurer's Report
  - i) Review Proposed Budget
    - (1) Rob Archer presented the current (FY19) and proposed (FY20) budgets for review. A motion to accept the proposed budget was approved.
    - ii) Rob archer motioned to appoint Ziggy as the FY19 financial report auditor, and the motion was approved.
  - b) Groundkeeper's Report
    - i) Update to Community Area (painting of bridge, steep incline removal/destruction)
      - (1) Amy Boller presented a proposal to schedule a community service day to complete several groundskeeping activities. The discussion to plan the event was tabled until the next (springtime) quarterly meeting.
  - c) Event Coordinator's Report
    - i) Community Yard Sale
      - (1) Amy Boller presented a proposal to initiate a community garage sale. Francine Smith took an action to identify a target date and next steps for planning for presentation at a following quarterly meeting.
    - ii) Holiday Decorations
      - (1) Francine Smith presented a proposal to plan out a Holiday Decoration contest. A motion was made and approved to use the allocated funds for this purpose. A date of Sunday December 15 was set as the target date for judging the decorations.
    - iii) Date for Holiday Home Event





(1) Amy Boller presented a proposal for a holiday home event. Francine Smith took an action to plan (or not, at her discretion) an event of this nature.

d) Construction and Updates request for resident at 1719 Alm Drive

i) Amy Boller presented a request from the resident at 1719 Alm Drive for approval of construction and property updates. Rob Archer motioned to establish an Architectural Control Committee to review the request, and the motion was approved. David Johnson, Amy Boller, and Rob Archer were appointed to the committee.

e) Next meeting date and location

i) Amy Boller motioned for the next meeting date to be set for Tuesday 4 February 2020, 5:30PM, at Francine Smith's house.

## VI. Adjournment

Amy Boller adjourned the meeting at 6:42.

Minutes submitted by: Michael Thele



Minutes approved by: Amy Boller

