

NHIA Board of Directors Meeting January 20, 2015

The meeting was called to order at 7:10

In attendance: Ann Williams, Cliff Carroll, Craig Drake, Del Williams, Diane Doub, Gail Boyarsky, Jim Worrell, Meg McCann, Mike Doub, Mike Tapp, Sue Wilkins, Walter Fowler
Absent: Alison Windram, Lindsay Carroll

Introduction of Board Members and expectations for meetings (Gail and Sue): Summary – Round table introductions were made then discussed board meeting timing and discussion time limits. Officer and Board responsibilities were cited from the [By-Laws](#).

- Outcomes
 - Board meetings
 - Board meetings will occur on the 4th Tuesday of a month
 - Initially more board meetings are needed than the minimum of once quarterly
 - Next meetings will be February 24th, March 24th and tentatively April 28th
 - 3-minute time limit for discussions is allocated to each member to allow everyone a chance to speak while keeping things moving.

Treasurer Report (Meg): Summary – Reviewed reports (see appendixes).

- Outcomes
 - Jim, as new treasurer, completed paperwork to become a signatory on the NHIA P.O. Box and bank accounts. Because the finance committee had not yet formed/met, Sue and Gail, as co-presidents, were also added as back-up signatories to all the accounts.

New Business

- **Association's Goals and Role in Community:** Summary - Common themes were community safety, environmental protection, rural buffer zone preservation, expanding membership and member inclusion. Brainstormed actionable ideas included:
 - Emergency shelter – this would involve having the room available 72 hours after an event for short term use by people to have a place of warmth/air-conditioning and the ability to fix a hot meal. (no showers)
 - Support clean-up of condemned buildings that are polluting area water supply
 - Environmental Studies Partnership with Duke and/or UNC (birdwatching, plants, water quality, etc.)
 - Outcomes (none at this time)
- **Establish Committees to assess and make recommendations to the board on:** Summary: initial committees and members were identified to seed the committees.
 - Outcomes:
 - **Membership:** Summary - Craig is chair; Mike D is an initial committee member
 - **Finance** (Budget, Financial management practices, finance committee, oversight): Summary - Jim, Meg, Mike D and Lindsay are initial members
 - **Rules** (By-laws, nonprofit status): Summary - Sue is initial member
 - **Building** (ownership status, maintenance, improvements):
 - Mike D, Mike T, Cliff and Del are initial members
 - Emergency shelter feasibility will be included in this committee
 - Conference calls is the meeting mode of choice
 - **Rentals** (management, fees, policies, on line scheduling): Summary - Gail and Sue are initial members
 - **Communications** (Google Docs, website, newsletter, mailings, signs): Summary - Current committee consists of Walter, Meg, Lindsay, Mike D, Diane and Ben Abrams
 - **Events and Fundraisers:** Summary - Ann, Sue and Del are initial members
 - **Action: Each committee is to meet prior to the February 24th board meeting.**
- **New business, Set agenda for next meeting:**
 - Outcome – Committee reports will be on the next meeting agenda

Next Board Meeting

Tuesday, February 24, 2015 at 7pm at NHIA Community Room

Meeting adjourned at 8:21pm

Appendix 1

NEW HOPE IMPROVEMENT ASSOCIATION TREASURER'S REPORT

January 1 - December 31, 2014

Meg McCann, Treasurer

(1) OPERATING ACCOUNT

EXPENSES

Duke Energy	\$1244.28
Clegg's Termite and Pest Control	638.00
Water softener	175.00
Web site (lifetime hosting, 2 yrs domain name)	520.98
Newsletters (printing and mailing)	809.34
Metro Fire & Safety (fire extinguisher service)	54.00
Safe deposit box	45.00
Post office box	62.00
Breakfast expenses*	123.24
Sue & Stan Whitfield memorial bench	675.00
Screen door replaced	750.00
Fire Department share of breakfast profit*	507.77
Turkey Run expenses+	315.36
Printing ballots	13.70
Returned check fee	10.00
Total	\$5,943.67

INCOME

Dues	\$545.00
Sue & Stan Whitfield memorial bench	675.00
Breakfast income*	1351.45
New Hope Fire Department lease	4000.00
Turkey Run income+	1460.00
Total	\$8,031.455

BALANCE 12/31/13	\$10,547.04
BALANCE 12/31/14	12,700.21

(2) RENTAL ACCOUNT

EXPENSES

Deposits returned to renters	\$140.00
Building supplies	144.73
Breakfast expenses*	220.67
Kitchen/general expenses	796.75
Stove repair	120.00
Stove purchase and installation	1572.05
Refreshments	347.90
Total	\$3,342.10

INCOME

Board of Election rent	\$450.00
Other rent	1335.00
Total	\$1,785.00

BALANCE 12/31/13	\$5,327.87
BALANCE 12/31/14	3,777.77

(3) MONEY MARKET ACCOUNT

BALANCE 12/31/13	\$12,272.51
BALANCE 12/31/14	12,276.16

* Breakfast income = \$1351.45
Breakfast expenses (123.24 + 220.67) = \$343.91
Breakfast profit = \$1,007.54
Profit split with Fire Department = \$503.77 each

+ Turkey Run income = \$1,460
Turkey Run expenses = \$315.36
Turkey Run profit = \$1,144.64

Appendix 2 (same data; different view)

NHIA Financial 2014 Summary

	Budgeted	Actuals	Income	Expenses
2014 TOTAL	\$0	\$534.68	\$9,816.45	\$9,281.77
2014 Dues	\$0	\$545.00	\$545.00	
2014 Fire Department Rent	\$0	\$4,000.00	\$4,000.00	
2014 Association Reoccurring Operations Expenses	\$0	-\$117.00	\$0.00	\$117.00
Safety Deposit Box				\$45.00
Post Office Box				\$62.00
Banking - Returned Check Fee				\$10.00
Insurance				\$0.00
2014 Building Reoccurring Service Expenses	\$0	-\$2,111.28	\$0.00	\$2,111.28
Duke Energy				\$1,244.28
Clegg's Termite and Pest Control				\$638.00
Water Softener				\$175.00
Metro Fire Extinguisher				\$54.00
2014 Communications	\$0	-\$1,344.02	\$0.00	\$1,344.02
Newsletter (3 printings and 1 mass mailing)				\$809.34
Web site (lifetime hosting / one time expense)				\$500.00
Website (2 year domain name (last paid 2014))				\$20.98
Annual Website Maintenance Fee (\$10 in future)				\$0.00
Ballot Printing				\$13.70
2014 Building Repairs/Enhancements	\$0	-\$3,238.80	\$675.00	\$3,913.80
Sue and Stan Whitfield Memorial Bench			\$675.00	\$675.00
Screen Door				\$750.00
Stove Repair				\$120.00
New Stove and Installation				\$1,572.05
Kitchen & general expenses*				\$796.75
2014 Community Service	\$0	-\$347.90	\$0.00	\$347.90
Ice Cream Social				
Refreshments				\$347.90
2014 Rentals	\$0	\$1,500.27	\$1,785.00	\$284.73
Rental Non-elections			\$1,335.00	
Rental Elections			\$450.00	
Deposits Returned to Renters				\$140.00
Building Cleaning Supplies				\$144.73
2014 Country Breakfast	\$0	\$503.77	\$1,351.45	\$847.68
Ticket Sales			\$1,351.45	
Breakfast Expenses*				\$123.24
Breakfast Expenses*				\$220.67
Paper goods, equip., signage, etc. *				\$0.00
Fire Station Proceeds				\$503.77
2014 Turkey Run	\$0	\$1,144.64	\$1,460.00	\$315.36
Entry Fees			\$1,460.00	
Turkey Run Expenses*				\$315.36
2014 TOTAL	\$0	\$534.68	\$9,816.45	\$9,281.77
	Budgeted	Actuals	Income	Expenses
ACCOUNTS	12/31/2014	12/31/2013		
Money Market	12,276.16	\$12,272.51		
Operating Account	12,700.21	\$10,547.04		
Rental Account	3,777.77	\$5,327.87		
TOTAL	\$28,754.14	\$28,147.42		