

MINUTES

NHIA Board of Directors Meeting

March 24, 2015

The meeting was called to order at 7:04pm

In Attendance

Alison Windram, Ann Williams, Cliff Carroll, Del Williams, Diane Doub, Gail Boyarsky, Jim Worrell, Lindsay Carroll, Meg McCann, Mike Doub, Mike Tapp, Sue Wilkins, Walter Fowler Absent: (none)

Approval of Minutes

The final version of March 5, 2015 meeting minutes was reviewed and posted to website on March 9th. Minutes of the meeting were approved on March 24th as amended.

Finance Update: Current accounts totals are: Rental: \$3861.95; Main: \$16,197.12 and Money Market: \$12,276.75.

- o ACTION: **Mike D** and building committee to look at options to reduce cost for Termite and Pest Control **3/24 ON-GOING**
- o ACTION: **Jim** to create a financial spreadsheet to be posted for on-line viewing access **3/24 ON-GOING**
- o ACTION: **Jim** to look into moving current money market account into one paying higher interest **3/24 COMPLETE** currently getting .03% but would need balance to be \$25K to get only slightly higher rate.
- o ACTION: **ALL Committees** to email Jim your committee budget requests **3/24 ON-GOING** Comms sent, Rules has no budget request.
- o ACTION: **Jim** to create a DRAFT budget for the board to approve expenses. **3/24 ON-GOING**
- o ACTION: **Jim and Gail** to have 2 safety deposit keys made at the bank for a \$150 fee if **Walter** cannot find a spare key in Sue Whitfield's old desk drawer.

VP Resignation: Does the board want to fill the open position that Craig Drake resigned from in February?

- o **DECISION: The VP position will be left unfilled.** The VP performs 2 major roles, 1) to chair a board meeting if the president is not available and 2) to head the membership committee. With 2 co-presidents there is already a backup available and the Comms committee will continue to distribute membership forms and add the member info to the database (completed membership form and check goes to treasurer where the form is marked paid, form is sent to a Comms member to update the database and Sue stores the paper copy)

Committee Reports

- **Events & Fundraisers:**
 - o ACTION: **??** to get membership involved in events by mentioning the NHIA purpose and event planning activity that will occur at the end of the recycling presentation during Muriel's introduction - **3/24 COMPLETE**
 - o ACTION: **Jim** to bring brownies to the recycling event - **3/24 COMPLETE**
 - o ACTION: **Del and Ann** to order projection screen in time for recycling event - **3/24 COMPLETE**
 - o ACTION **Alison** to create list of currently proposed events for membership to discuss and hopefully sign-up for at the recycling event. **2/24 ON-GOING** draft proposal based off completed forms at recycling event with some tentative dates set at the meeting is:
 - April TBD - Duke Forest Education/ Botany Hike with Bob Peet
 - May TBD - Funny Girl Farm Tour
 - Sunday, July 12 - Ice Cream Social
 - Saturday, Oct 3rd - Country Breakfast
 - Saturday, Nov 14th - Turkey Run
 - Dec TBD - (?? optional- maybe something holiday themed in conjunction with the fire dept xmas tree sale, i.e. xmas market, hot chocolate sale?)
- **Building:** Transfer update: The Fire Department board is interested in having the NHIA building and land transferred to them including the kitchen and dining furnishings. The Fire Department would take over repairs and building rental. It was proposed using a joint lawyer to draw up a legal agreement. The lawyer who wrote up the fire station lease was mentioned as a possibility since he is already familiar with both parties. The board brainstormed items that they wanted to have addressed in the proposal:
 - a. Rent-free use of the building for NHIA meetings, events and fundraisers
 - b. If Fire Station moved then property would revert back to NHIA
 - c. NHIA on-site storage availability

A long-term lease back option was also discussed; where the NHIA leases the community center side back from the fire department and manages the rentals/calendar. Transfer talks need to be brought to the membership,

- ACTION: **ALL** to send emails to Sue and Gail by March 12th on any thoughts that should be considered for inclusion in the “transfer” proposal **3/24 COMPLETE**
- **Rentals:** No new rentals are being added to the calendar at this time pending completion of transfer discussions. Current rentals are being honored.
 - ACTION: **Rental Committee** to present a new pricing proposal that covers the cost of the building operations and cleaning supplies based on past usage (a minimum of \$110 was proposed and a keep it simple approach was recommended). **3/24 ON-HOLD** until Transfer discussions have been completed
 - ACTION: **ALL** may send Gail and Sue comments on rental fee ideas/opinions they want for consideration. **3/24 COMPLETE**
 - ACTION: **ALL** to send Gail your gmail account if you want access to the calendar and the agenda for which she sent invites. **3/24 COMPLETE**
- **Communications:** (no new update)
 - ACTION: **Comms committee** to add Chapel Hill News as an event advertisement medium - **3/24 COMPLETE:** Added to comms agenda
- **Membership:** (no new update)
 - ACTION: **Mike** to send updated membership list to Board. **3/24 COMPLETE**
 - ACTION: **Diane** to bring some membership forms for the recycling event and for the mailbox. **3/24 COMPLETE**
- **Rules:** (no new update)

New Business

- **Subdivision development on Humphries property:** FYI . . . Public meeting being held on April 7th at noon regarding proposed 18 homes on 48 acres at the corner of Whitfield and Erwin.
- **Membership meeting:** Date set for Tuesday, April 28th at 7pm. Draft program/presenters is:
 - a. Building Transfer by transfer committee
 - b. Finance update by Jim
 - c. Event update by Allison
 - d. Fire department update by Cliff/Mike T
 - ACTION: **Sue and Gail** to organize refreshments for membership meeting
 - ACTION: **Comms team** to handle publicity (newsletter, email reminders and outdoor sign) and will also figure out an option for providing PowerPoint slides for membership meeting.
- **Set Agenda for next board meeting:**
 - a. Review Transfer contract

Next Board Meeting

Tuesday, May 26, 2015 at 7pm at the NHIA Community Center

Meeting adjourned at 8:26pm