

BARCLAY DOWNS HOMEOWNERS
November 13, 2006

Minutes

Present Hilary Larsen, Susan Dulin, Eric L, Mark Thigpen, Jim and Lynn Mussen, Keith Evans, Derek Dittner, Jean Grist, Susan Valois

Absent Maria Saunders, Mark Thigpen, Sandi Walthall, Mary Bryan Smith, Tom Blake
Next meeting December 14th.

Actions taken:

1. Organization

- Derek agreed to review bylaws and with David Cordes determine best way to revise for membership to approve in February. Hilary will provide some examples from other associations.
- Hilary to check with Selwyn and AG regarding open date for a February annual meeting at AG.
- Regular meeting time for Board will be 2nd Thursday of month, with next meeting on Dec. 14th at 7:30 at Jean Grist house. Until we get organization up and running, we will meet monthly and use emails to communicate during week.
- Erik will contact City/County agencies to make sure we are in the communication loop. Hilary will contact other neighborhood associations in the area.
- Until someone agrees to be president, Sandi and Hilary will continue to chair meetings and keep group moving.

2. Communication

- Larry Waters is constructing our web site. Address is BarclaydownsHOA.org. The new email will be info@BarclaydownsHOA.org. Hilary and Jim will work with him to format site. Board agreed to one-year contract (\$120) to maintain site and agreed to waive association membership dues. We will send out emails, flyer and post signs on major streets telling folks to check out web site.
- Until site is up, we will continue to use yahoo email. Will ask block captains to forward any emails they get to complete email tree.
- Sandi and Hilary will work on flyer/newsletter with organization update including info on community watch. Flyer to be distributed by block captains.
- Susan will help compile resident directory using information provided by block captains.

3. Community watch

- Each board member was asked to get 3-4 neighbors that were not at meeting or parade to sign petition (see attachment). We need 20 more names to complete requirements. Sandi will fill out paperwork and submit to police.
- Mary Bryan and Sandi will talk with block captains and develop guidelines for when we send out mass emails for community watch issues. Suggested that they contact other associations to find out how they handle issues like “suspicious cars in neighborhood or magazine sales people etc”. They also will make sure block captains understand responsibilities.
- Flyer will be sent out with names of block captains using block captains to help distribute, Residents will be asked to email or call block captain with contact information. Block captains will be in charge of calling folks that don't have email and helping distribute information as needed. Resident information will be compiled and with their permission included in a directory.

4. Work plan

- Agenda for next meeting will be to develop committee structures and brainstorm ideas for projects. Ideas discussed at this meeting included: monitor sewer project, litter on major roads, pending development projects, cut-through traffic, Barclay downs sidewalks, lighting, better communication, socials/get together, crime and safety. We will brainstorm additional ideas at annual meeting and through survey on website.

5. Budget

- We will send out request for dues in January along with proposed work plan and budget for upcoming year.

6. Miscellaneous

- Hilary will try to find someone to coordinate a holiday decoration contest. If you find someone willing, let her know.

7. Next steps

- Priority projects: finish community watch paperwork, get website up and prepare for annual meeting.