

Governing Documents Committee
Minutes for May 2, 2020
Zoom Meeting
9:00 a.m.

1. Call Meeting to Order.

Meeting was called to order at 9:00 a.m. by Chair John Cantley.

Present were members John Cantley (Chair), Shirin Murphy, Patrice Stimpson (Vice Chair), Alicia Rogers, Rick Throckmorton, Grace Wollemann (Secretary) and board liaison Bill Lewis II. Connie Baldin was excused. Also, in attendance was Tom Yancy, Environmental Control committee vice chair.

2. Minutes reviewed and approved by email

March 7, 2020 minutes were approved via email.

3. Documents to be reviewed

Association Rule 7.13 (Hazards)

Discussion: Patrice Stimpson and Tom Yancey provided background and recommendations. Discussion continued addressing safety disposal, gas grills, new business policy, wood burning and charcoal barbecues.

ACTION: Patrice Stimpson and Tom Yancey will review and update for the June governing documents committee meeting addressing the committee's concerns.

Business Policies and Procedures H-10 and H-10A (ADR and IDR)

Discussion: Chair to provide background and recommendations.

The governing documents committee agreed by consensus to approve the new Business Policies and Procedures H-10 (IDR) and the update to H-10A (ADR).

Association Rule 6.06 (Parking)

Discussion: Patrice Stimpson provided background and recommendations.

ACTION: Patrice Stimpson and Joe Ladin, the Environmental Control Officer, will update the rule and compare the rule with the EC code for the June governing documents committee meeting.

Business Policies and Procedures D-4 (Quarterly Financial Review)

Discussion: Chair John Cantley provided background and recommendations.

The governing documents committee agreed by consensus to the update to Business Policies and Procedures D-4 (Quarterly Financial Review).

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Business Policies and Procedures D-5A (Purchasing - Office)

Discussion: Beth Blackmon, Accounting Manager and the Chair have provided background and recommendations. Questions arose regarding the \$500 amount.

The governing documents committee agreed by consensus to the update to Business Policies and Procedures D-5A (Purchasing - Office) after confirmation of purchase order amount.

Business Policies and Procedures D-11 (Member Addresses)

Discussion: Discussion ensued regarding how to opt out and what is included in the listing and pricing of the list.

ACTION: Bill Lewis II, Karin Shulman and Grace Wolleemann will review and update for the June governing documents committee meeting addressing the committee's concerns.

4. Due to time constraints the following items were deferred until next month:

- Business Policies and Procedures H-11 (Board Interaction with Employees)
- Business Policies and Procedures D-10 (Records Retention)
- Business Policies and Procedures D-11 (Member Addresses)
- Business Policies and Procedures D-13 (Purchase Orders)
- Business Policies and Procedures D-14 (Check Cashing)

5. Adjournment.

MOTION by Patrice Stimpson, **SECONDED** by Grace Wolleemann to adjourn at 11:32 a.m. **MOTION** carried unanimously.

The next governing documents committee meeting will be held at **9:00 a.m. on June 6, 2020 via Zoom or in the Pool Pavilion.**

Grace L. Wolleemann
Secretary, Governing Documents Committee