

**Sagamore Hills Civic Association
Board Meeting Minutes
Virtual Meeting by Zoom due to COVID precautions
January 11, 2022 – 7:30 pm**

Board Members Present: Don McChesney, Mike Miller, James Rissler, Keith Petroni, Vickie Moreland, Bonnie Walker, Eddy Rhinehart, Nancy Love, Don Broussard, Melissa Perlmutter, Sandra Reeder, Margaret Cone, Lynsey Barron, Lilliannette Cook

Don Broussard, Nancy Love, and Jay Leslie (just back from the National Championship Game) joined late

Board Members Absent: none

Guests: none

Call to order

Meeting called to order by President D. McChesney at 7:31 pm.

Minutes prepared by J. Rissler.

Quorum: 12/15 board members

Approval of Minutes

December 14 meeting minutes affirmed as written. Thank you, J. Drew.

Motion to affirm made by E. Rhinehart and seconded by M. Miller.

11 in favor, one abstention.

Treasurer's Report

Report provided by S. Reeder prior to the meeting.

- We ended the year with more money than we began - membership is good.
 - 58 members already for 2022, 11 more checks today
- J. Leslie has the books for audit, and K. Petroni has everything else from S. Reeder
- D. McChesney - yard signs will go out now encouraging membership, and remain up for about six weeks; M. Miller will put out at entrances and major intersections

Old Business

B. Walker - finance audit committee needs to be elected

- J. Leslie (chair), V. Moreland, and E. Rhinehart to serve as finance audit committee
- Motion to place in nomination made by M. Miller, seconded by L. Barron
- approved unanimously

S. Reeder - bylaws now say that people in the second years of their terms are the nominating committee: V. Moreland, M. Perlmutter, K. Petrino, E. Rhinehart, J. Rissler

Land Use Report – V. Moreland

- primary goals: get bridge reconstructed and in use; be in touch with GDOT as we follow Clairmont Road improvement plans; work with the county at Alderbrook traffic slowing; support zoning committee
- D. Broussard (zoning)
 - Who owns radar speed signs on Clairmont? What are rules for moving our portable radar sign? Zoning is in contact with GDOT and Dekalb County to try to answer these questions.
 - House across Alderbrook from SHES: T. Murphy's estate owns, children intend to repair and rent or sell; concerned about people camping there across from SHES; officers and code enforcement are aware of it
- Pedestrian Bridge from Council Bluff to power line:
 - discussion of whether SHCA should write a letter to the county encouraging progress, and copy owners.
 - background given by D. Broussard and V. Moreland: county is pursuing purchasing new easements rather than using ones from decades ago; one owner is blocking
 - V. Moreland, D. Broussard, and L. Barron will work on a letter to the county (Zach Williams, Jeff Rader) with owners copied, and will share the letter with the board

Administration and Communications Report - Eddy Rhinehart (see report copied below)

- finance - How should we invest or utilize contingency funds? E Rhinehart will work with D. McChesney, K. Petroni, and J. Leslie to explore options
 - D. McChesney - money belongs to the subdivision as a whole, so should be used for good of all

Community Relations Report - N. Love

- committees just beginning
- security - discussion of speeding and how to address - off duty officers have been flagged down by residents asking them to do something about speeding. Ideas:
 - speed traps (perhaps announced ahead of time in Signal so that all could be aware of; potentially giving warnings rather than tickets)
 - articles in signal
 - additional radar signs to help remind us all to slow down
 - one on Black Fox with frowny face - about \$4000; portable one we own - about \$2000 but needs the battery charged weekly
 - wide interest in exploring and using contingency funds for this purpose
- how address people soliciting help? security officers are here on short shifts, people can let Nancy know and she'll know if officers are there, or just call 911
 - J. Rissler - can we provide a list of nearby resources that people could point people toward?
 - M. Cone - people can be well-meaning and get in over their heads

- N. Love and security will think about further

New Business

E. Rhinehart - website: S. Reeder has worked on this over the past months to get website hosting resolved; Brad Johnson developed and hosted, but hasn't been very responsive recently; Sandra has researched professional sites

Motion: The Communications Committee moves that we employ FixRunner to host and maintain our website beginning as soon as possible for a period of one year. Cost would be \$80 per month for all services done within 2 hours per month. Any services above that would have an additional hourly charge. FixRunner will be available 24/7/365 and has offices in the United States, Israel, and India. Migration would be free. The annual domain license fee would be additional and not exceed \$50.

- Rationale: move from an individual to a professional organization with personnel available to handle all the technical, creative and clerical work associated with keeping our site up-to-date. The membership registration site needs replacing and we don't have the technical knowledge of options and/or installation since it interacts with PayPal. We need an operation so that technical knowledge is not required from a Board member.
- The Board approved in November up to \$1500 for Brad to migrate the website, but he hasn't; this money would now pay Fix Runner
- no second needed because coming from a committee
- motion passes unanimously

What projects do we want to aim our efforts at this year?

- lighting columns - this has been talked about for years - how? cost?
 - don't include Clairmont columns until Clairmont Road project is done
 - maybe light on two sides?
 - E. Rhinehart and N. Love will pursue - others interested in helping let them know
- M. Miller - campaign to educate residents about speeding - protecting children is paramount
 - L. Barron will write an article for the Signal - 13 year old son almost hit - parent perspective/plea (deadline for the next Signal is Feb. 10)
 - D. McChesney - we'll use the front page article for important things like safety, membership, purpose, etc.
- E. Rhinehart - communications - Signal good for long-planned things - how can we communicate announcements? no way to do so currently
 - don't even have all SHCA members' emails
 - L. Barron - contact neighborhood facebook group? L. Barron will check with the administrators if we could post announcements there

We'll talk about what to focus on this year more in February.

February meeting (Feb. 8, 7:30)

D. McChesney - hopefully in person, but will let folks know

Adjournment

The meeting was adjourned at 9:15. Happy New Year!

SHCA ADMINISTRATIVE/COMMUNICATIONS COMMITTEE

2022 GOALS & INITIATIVES

BY-LAWS

- FOCUS ON DEVELOPING BOARD POLICIES AND PROCEDURES
 - Coordination with Committees
 - Resources
 - Guidelines
 - Exceptions for emergency or special situations
- UPDATE PURPOSE STATEMENT

DATABASE

- MOVE WEBSITE TO A PROFESSIONAL HOSTING SITE
- MIGRATE MEMBERSHIP DATA TO WEBSITE
- SANDRA'S "TO DO" LIST
- DEVELOP PASSWORDS POLICY (In conjunction with By-Laws Comm.)

COMMUNICATIONS

- INVESTIGATE SOFTWARE THAT ALLOWS MASS EMAIL DISSEMINATION TO MEMBERS

PUBLICATIONS

- MAINTAIN SIGNAL CONTENT AND POLICIES
- ESTABLISH A FILE/CONTENT SHARING VEHICLE FOR COMMITTEE MEMBERS AND CONTRIBUTORS
- DEFINE SCOPE OF WORK FOR COMMITTEE MEMBERS

FINANCE

- No topics discussed in meeting, but the use or investment of the extra contingency funds should be explored and determined.