

MOUNTAIN SHADOWS BOD EXECUTIVE SESSION MEETING MINUTES

Date/Time: 07/01/20

Location: Don's Porch

Meeting called by: Don Thompson

Members present:

Don Thompson, BOD President

Alan Seeger, BOD Vice-President

Ellen Bush, Secretary

Thor Oden, Director

Bob Hammond, Director

1. BOD Roles and Responsibilities

Alan noted Secretary-Treasurer is described in By-Laws as one role. Bob agreed and suggested that Cherry manage QuickBooks and the Secretary/Treasurer review/sign all checks and present reports. Furthermore, Cherry will be removed as the principal and signer from all bank accounts and Ellen will become the principal on all bank accounts. The Board unanimously agreed. It was decided that Ellen would approach Cherry to ask if she would continue to manage QuickBooks.

Roles and responsibilities of all Directors were discussed and agreed upon.

Don – President

Alan – Vice-President, Architectural Committee

Ellen – Secretary-Treasurer

Thor – At large, Architectural Committee

Bob – At large, Water System Advisory Committee Liaison

2. Quickbooks

Cherry will continue to manage Quickbooks. She is willing to train other volunteers.

3. Board meetings

Board meetings will be held Monthly on First Wednesday, 9:00-11:00.

Next meeting August 5, 2020 at Alan's patio.

