



WoodmoorSM

Woodmoor Improvement Association Board of Directors Meeting Agenda November 24, 2008

1. **Call to Order - McFadden** 7:00 p.m.
2. **Approval of Minutes – McFadden 5 mins** 7:00 – 7:05
3. **Approval of Agenda – McFadden 5 mins** 7:05 – 7:10
4. **Discussion on Barn Closure/Reason/Remediation – McFadden 30 mins** 7:10 – 7:40
5. **Owner Comments - Owners address the Board – 20 mins** 7:40 – 8:00

Reports

6. **Financial Report – Walters 10 mins** 8:00 – 8:10
Motion: Transfer of \$58,140 plus interest earned from 1-1-08 to 12-31-08 on the Replacement Reserve balance, from operations to the Replacement Reserve account to meet the funding requirements for 2008.
7. **Public Safety Report – Steffey/Nielsen 5 mins** 8:10 – 8:15
8. **Forestry Report – Smith 5 mins** 8:15 – 8:20
9. **Common Area Report – Marner 5 mins** 8:20 – 8:25
10. **Executive Director Report – Mottl 5 mins** 8:25 – 8:30
11. **Election/Nomination Process Committee Report – Wilson 10 mins** 8:30 – 8:40

Old Business

12. **Past Due Collections Policy – Walters 10 mins** 8:40 – 8:50
13. **Motion: McFadden 10 mins** 8:50 – 9:00
Any legal signatory of the WIA BOD not currently a member of the board of directors due to resignation, removal, or failure to win re-election be barred from signing any WIA checks. For the purpose of re-election, a director is considered to be no longer a member of the BOD immediately upon public release of the election results in which that director was not among the winning vote getters.
14. **Motion: McFadden 10 mins** 9:00 – 9:10
In accordance with our by laws, no single board member or employee of the WIA corporation shall have the authority to request legal advice without the approval of a majority of the WI A BOD.
15. **Motion: McFadden 10 mins** 9:10 – 9:20
Any action required or permitted by the WIA By-laws that is taken via email and without a meeting shall require that each and every member of the WIA BOD reply to such email request, copying all board members, and either votes for such action or votes against such action or abstain from voting, AND Waives the right to demand that a meeting be held. The action requested is taken only if the affirmative vote for such action equals or exceeds the minimum number of votes that would be necessary to take such action at a meeting at which all of the directors then in office were present and voted AND all dissenting or abstaining directors have waived their right to demand that a meeting be held.

Re-evaluation of Agenda Items based on time and necessity – 5 mins 9:20 – 9:25

New Business

16. **Motion: Walters 10 mins** 9:25 – 9:35
That we change the Board meetings for December and January to the second Monday of each month.
17. **Motion: Walters 10 mins** 9:35 – 9:45
That we approve up to \$2500 for a job analysis to be conducted by MSEC for the purpose of measuring productivity and creation of current job descriptions.

**Woodmoor Improvement Association
Board of Directors Meeting Agenda contd.
November 24, 2008**

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| 18. | Motion: <i>Marner 10 mins</i> | 9:45 – 9:55 |
| | Under Administrative Policies and Procedures, 2. Working Conditions and Compensation, d. Days of Operation, ii. Other Office Closures change to read as follows: The WIA Administrative Office maybe closed at other times. Weather closures and late starts will be determined by the Executive Director and Chief of WPS. If the Executive Director and WPS Chief determine that the office is closed, employees are entitled to 8 hours of paid time. If it is determined the office is open, employees can take vacation time if they elect to stay home. The Executive Director will inform the BOD's via email or phone if the office is closed. Closures for other circumstances will be done with the approval of the President of the Board or an Officer of the Board. | |
| 19. | December Newsletter – <i>Mottl 5 mins</i> | 9:55 – 10:00 |
| 20. | Confirm Next Budget Meeting Date – <i>McFadden 5 mins</i> | 10:00 – 10:05 |
| 21. | Attendees to December Hearings – <i>McFadden 5 mins</i> | 10:05 – 10:10 |
| 22. | December Board Meeting Agenda Items – <i>McFadden 5 mins</i> | 10:10 – 10:15 |
| | <u>Executive Session</u> | 10:15 |
| | Acceptance of Employee Evaluations | |
| | Approval of Chief of WPS Evaluation | |
| | Approval of Executive Director Evaluation | |
| | Resident Letter Discussion | |
| | Elorie Award | |