

Minutes
Seven Oaks Community Center, Inc.
Board Meeting, December 13, 2011

Regular monthly meeting of the Seven Oaks Community Center board of directors was opened at 10:02 a.m. by President Richard Braun in Rooms 3&4 at the Center. Present: Mr. Braun, Vice President Earl Chinn, Secretary Elaine Jeter, Treasurer James Schwartz, Directors Valerie Schmitt and Joseph Corduan, Manager Jerry Coats, and a number of members. Director Dan Harmer was excused due to illness. The pledge of allegiance was led by Mr. Schwartz.

Minutes: Minutes of the November 8, 2011, board meeting were approved as read.

Manager's Report: Jerry Coats

Landscaping: The west side of the north parking lot is now complete except for installation of rock which will be completed during this week. New curbing has been installed in that area.

Parking lots will be resurfaced on Saturday, January 28, 2012. The Center will be closed on that day.

Woodshop dust control: Replacement of the old dust collection system is necessary, and will cost around \$5,000, with installation done by members. Mr. Schwartz moved that this project be approved. Motion was seconded by Mr. Corduan and Mr. Chinn. Motion was amended to limit costs to no more than \$5500; both seconders agreed. The costs are to be charged against our reserves. Motion carried as amended.

Office Printer/Copier: Our lease ends in February and the company has been notified that we will not renew it. Lease of a color-capable machine costs between \$600-\$700 per month; without color option about half of that. Consensus of the board was that color is not necessary, and Mr. Coats will compare contracts on a black/white machine, with the board to vote electronically if approval is needed prior to the January meeting.

Locker Room renovation: Progress is slow in getting bids. Mr. Coats will bring bids to the board when they come in. It appears that major reconstruction of showers and other facilities will be required, in addition to new larger windows to improve the lighting.

Mr. Coats will be on vacation the last week in December.

Treasurer's Report: Mr. Schwartz reported that our income for the past month was about \$6700 more than expenses; we are on budget so far for the year.

Activities Liaison: Mrs. Schmitt reported that 217 tickets were sold for the *Holiday Party*; 220 were fed, with the Boy Scouts doing an excellent job. Decorations by Nancy Zone and her committee were seasonal and beautiful. Regarding the *50th Anniversary* of Seven Oaks, Larry McIntyre has said he is willing to assist with the directory. Since this anniversary is nearly a year off, we are moving slowly at present. The reception for *Jerry Coats' 10th anniversary* as manager is tentatively scheduled for Sunday, February 26, 2012; planning is underway.

Architectural Liaison: Mr. Corduan reported that 15 modification requests were received and all were approved. 8 new complaints came in; all have been either closed or assigned to committee members for investigation. 3 old complaints are still pending, with 1 on “hold”. Most problems this month concerned underage residents, often with renters; there were noise complaints. One instance was reported where a burglar struck at 1:30 a.m. when the homeowners were at home.

Old Business:

Ballots: Mrs. Jeter reported that over 900 have been received, and there will be a special meeting on Friday December 16th at 10 a.m. for counting these ballots; they will be accepted in the office up to Thursday, December 15, at 4:00 p.m.

Nominating Committee: Mr. Chinn reported that three persons have been nominated to run for the board; all approved by the committee. Anyone else who wishes to run will need to submit a petition in order for their name to appear on the ballot.

Newsletter Committee: Mrs. Schmitt reported that her committee had spoken with Jerry Coats and Nancy Hylbert; the first change in the newsletter will be to include the list of clubs and contacts only twice a year (January and July), though the information will be available at all times in the office and on the internet. It is planned to have monthly input from the Architectural Committee and the Manager; items such as news about people, or gardening, or other interesting topics will be welcomed, subject to editorial management by Nancy Hylbert. The newsletter will not take sides in political issues at any level. Submissions for inclusion in the newsletter are suggested to be approximately 100 words.

New Business:

Check signing authority: Because the red tape of assigning new check signors is often an added burden at the time a new board is installed, it was recommended that new check signors be authorized at this meeting. Mr. Braun appointed Dan Harmer and James Schwartz to be authorized by the board to sign corporate checks. Mrs. Jeter, seconded by Mrs. Schmitt moved that Mr. Harmer and Mr. Schwartz be authorized to sign checks. Motion carried.

Letter sent: A letter approved by the board was sent in response to complaints by a member.

Member Input: Julie Conidi questioned Bill Spencer’s appointment as chairman of the Architectural Committee. She was assured that Mr. Spencer’s appointment was unrelated to the previous complaint she had made about a tree on his property.

Adjournment was at 11:02 a.m. Next board meeting will be held at 10:00 a.m. on Tuesday, January 10, 2012, in Rooms 3&4 at the Center.

Respectfully submitted,

M. Elaine Jeter, Secretary