

PROVIDENCE LAKES MASTER ASSOCIATION, INC.
BOARD OF DIRECTORS ORGANIZATIONAL SYNOPSIS MINUTES
WEDNESDAY, October 17, 2018 at 8:25 PM

I. **CALL TO ORDER/ROLL CALL/DESIGNATION OF CHAIR**

Bob Berry designated chair of the Providence Lakes Master Association, Inc., called the Board of Directors Organizational Meeting at 8:25 P.M.

II. **NOMINATION/ELECTION OF OFFICERS/NOMINATING COMMITTEE CHAIR 2018/ 2019**

- A motion was made and seconded to nominate Ray Dempsey as President of the Providence Lakes Master Association Inc. All in favor the motion passed.
- A motion was made and seconded to nominate Bob Berry as Vice President of the Providence Lakes Master Association Inc. All in favor the motion passed
- A motion was made and seconded to nominate Alan Hundley as Secretary of the Providence Lakes Master Association Inc. All in favor the motion passed.
- A motion was made and seconded to nominate Taylor Stephens as Treasurer of the Providence Lakes Master Association Inc. All in favor the motion passed.
- A motion was made and seconded to nominate Ray Dempsey as ACC Chair of the Providence Lakes Master Association, Inc. All in favor, the motion passed.
- Iraida Quinones, Tom Breitsprecher and Susan Beliveau will serve as Directors

IV. **BUSINESS**

A. Nominating Committee - 2019

Taylor Arruda made a motion to nominate Susan Beliveau to chair the nominating committee for 2019.

B. Rollover of Funds for 2018

Ray Dempsey made a motion to rollover excess funds from 2018 into 2019. The motion was seconded by Alan Hundley. All in favor, motion passed.

C. Designation of signatories on Association Bank Accounts

Susan Beliveau made a motion that Bob Berry and Taylor Stephens be the signatories on the bank account. The motion was seconded by Ray Dempsey. All in favor, motion passed.

D. Designation of liaison to manager and attorney:

Bob Berry made a motion and seconded by Taylor Arruda, that Ray Dempsey be liaison to the manager and attorney. All in favor, motion passed.

E. Procedures for board receipt of board meeting information:

Bob Berry made a motion the board packets to remain paper for the near future subject to change. The motion was seconded by Ray Dempsey. All in favor, motion passed.

F. Limited authorities granted:

The Board agreed to have the amount of limited authority be \$1,000.00 for the manager and for Ray Dempsey, Taylor Arruda and Iraida Quinones to \$3,500 for an emergency expenditure.

G. Meeting minutes/transcribed/tapes destroyed:

Ray Dempsey made a motion for the minutes to be transcribed and any tapes destroyed. The motion was seconded by Taylor Arruda.

H. Notices are posted at the following locations: the website, bulletin board at Tot Lot, Indigo Point Apartments and Providence Lakes Apartments.

I. Board certifications. Ray Leonard will notify Iraida Quinones along with all Board members of any upcoming certification classes.

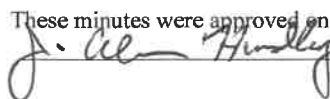
VI. **NEXT MEETING** – Wednesday November 14, 2018 at 6:30 pm at HCC

VIII. **ADJOURNMENT**

There being no further business to come before the Board of Directors, Ray Dempsey made a motion to adjourn the meeting at 8:46pm. The motion was seconded by Susan Beliveau. All in favor, motion passed.

Respectfully submitted, Karen Neidig, For the Secretary

These minutes were approved on

 NOVEMBER 14, 2018
ALAN HUNDLEY