

## FLORENCE GARDENS MOBILE HOME ASSOCIATION

Clubhouse -3830 N. FLORENCE BLVD.

Board of Directors Meeting  
September 23, 2020 – 10:00 AM

Board Members by Zoom: Sharon Lee, President  
Nick Treinen, Vice President  
Bill Rimmer, Treasurer  
Judy Weber, Assistant Treasurer  
Claudia Keller, Director  
Cherylle Arends, Director

Excused from Meeting: Chris Vannice, Secretary

HOAMCO, Inc by Zoom: Yasmin Rodriguez, Manager  
Bobbie Hobart, Administrative Assistant  
Kathy Tramundanas, Activities Coordinator  
Laurie Daly, HOAMCO Vice President

The meeting was called to order by President Sharon Lee at 10:00 A.M.

Roll call, all board members present by zoom, excused Chris Vannice

Pledge of Allegiance

### **Consent Agenda:**

**Approval of meeting minutes** from 8/26/2020

**President Sharon Lee** discussed:

- FGMHA Board vs HOAMCO – HOAMCO works at the direction of the board.
- In person Board Meetings – The reason we are currently doing Zoom vs in person meetings.
- Compliance – Compliance is to be done to ensure the community is abiding the FGMHA documents.
- Activities Coordinator – The position is responsible for activities in addition to managing RV Lot and various administrative duties.

**Manager report by Yasmin Rodriguez** gave an update on compliance, RV Storage, Tickler. Asked board to consider handing collections over to an attorney, no cost 5-6 accounts.

**A motion** was made by Bill Rimmer that the board allows Yasmin Rodriguez to have the authority to hand over accounts receivable to attorney of her choice after approved by finance committee, Cherylle Arends seconded the motion, and by a unanimous vote of present board members, motion passed.

**A motion** was made by Cherylle Arends that the board approves the updated Florence Gardens Mobile Home Association phone book, Claudia Keller seconded the motion, and by a unanimous vote of present board members, motion passed.

**A motion** was made by Judy Weber that the board approves the 2020 audit/tax contract with Butler Hansen for the cost of \$8000 total for service, Bill Rimmer seconded the motion, and by a unanimous vote of the present board members, motion passed.

**Manager Report Cont. Yasmin Rodriguez** gave a maintenance update, have the old tables does the board want to sell them and donate whatever does not sell to white elephant.

**A motion** was made by Nick Treinen that the board instruct Yasmin Rodriguez at a later date to put the old tables up for sale at \$10 each, Judy Weber seconded the motion, and by a unanimous vote of the present board members, motion passed.

**Manager Report Cont. Yasmin Rodriguez**

- Fence update in RV storage
- Tickler list for October
- Finance Workshop

**Activities Report by Kathy Tramundanas** Gave an update on the Christmas Bazaar which is currently postponed until a later date.

**Committee Reports**

- **Nick Treinen** Ad-Hoc for sound system will discuss the system once back in town.
- **Bill Rimmer** Ad-Hoc discussed getting more storage space for Bobbie the Admin's computer.
- **Sharon Lee** Asked for a webinar to go over new website – Yasmin will one up in a month or so when more members come back.
- **Bill Rimmer** Social Club- Bill & Cherylle will get together and start working on it.
- **Bill Rimmer** of the Finance gave an update on the financial report.

**A motion** was made by Cherylle Arends that the board approves the 2020-2021 Rv Policy & Agreement as presented by the documents committee, Nick Treinen seconded the motion, and by a unanimous vote of the present board members, motion passed.

**A motion** was made by Judy Weber that the board approves the HOA Sponsored Events Charters as presented by the documents committee, Claudia Keller seconded the motion, and by a unanimous vote of the present board members, motion passed.

**A motion** was made by Cherylle Arends that the board approves the policy for committees, even fund raising coordinators and other coordinators, General Administrative Policy No. 1.1 (Rev 9/10/2020) and the associated committee and coordinator manual (Rev 9/10/2020) be approved as submitted by the

documents committee, Judy Weber seconded the motion, and by a unanimous vote of the present board members, motion passed.

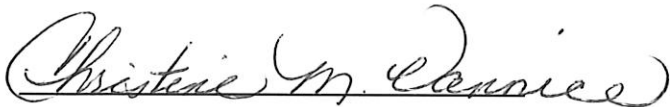
**New Business**

**President Sharon Lee** discussed Flags being at ½ mass even if it's requested for government only.

**A motion** was made by Cherylle Arends that the board follows the federal guidelines for deceased & fallen heroes, Bill Rimmer seconded the motion, and by a unanimous vote of the present board members, motion passed.

Meeting Adjourned 12:00 pm.

Prepared by Administrative Assistant Bobbie Hobart

A handwritten signature in cursive script that reads "Christine M. Dennis". The signature is written in black ink and is positioned on the left side of the page, below the text "Prepared by Administrative Assistant Bobbie Hobart".

Approved: 11/09/2020