

# **Crane Lakes Homeowners Association Minutes**

Board of Directors Workshop

November 29, 2021

The Crane Lakes Homeowners Association Board of Directors Workshop was called to Order by President Joe Peterson at 7:00PM. President Joe Peterson, Treasurer Sharon Sommer, Secretary Jenny Norado, Director Mike deWeil were present. There were 3 members from the community present. Directors Mary Racila and Kacey Vogel were absent.

## **UNFINISHED BUSINESS:**

1. By-law amendments (2), need to be posted on the website as early as possible.
2. Changes to the current activities policies and procedures before our next meeting include:
  - A. Attachment #3 - change to cleaning invoice
  - B. Attachment #5 - add ballroom and bulletin boards for posting
  - C. General and priority dates - Let kitchen chair know inventory needs 2 weeks ahead of the event date.

## **NEW BUSINESS:**

1. It was suggested that the HOA donate \$1,000.00 to the Toys for Tots community drive.
2. It was suggested that the HOA donate \$1,000.00 to the community food drive.
3. It was decided that no donation be made to the Golf Cart Parade.
4. A calendar of the proposed HOA meeting dates for 2022 was distributed for review. This calendar can be revised at a later date should there be cancellations or rescheduling necessary.
5. Workshop meetings time will change from 4PM to 6PM. The website will be changed accordingly.
6. A reminder was noted that any board member meeting with a professional for advice or information must have board approval prior to that meeting.
7. Agenda was submitted for the December 9th, general meeting. At that meeting, new officers will be elected and sworn in.
8. Updated procedures and Policies should have pages numbered and revised date on each page for security.
9. The board began a review of the policies and procedures of the Activities Committee. Dorothy Herbowy, Activities Chair was present and provided a draft of the upcoming events for the calendar year.
10. There was a discussion started on the items needed to be printed on each of the event tickets which includes the price, date, hours, age restriction terminology, etc.

11. Ticket sales were discussed. It was suggested that there be 2 tickets sales persons along with a membership committee person. This will be discussed further when Kacey returns.
12. We may need Mary Racila to print laminated number cards to be handed out to ticket purchasers as they arrive.

The meeting was adjourned at 7:50PM, by unanimous consent.

Respectfully submitted,

Jenny Norado

Secretary Crane Lakes Homeowners Association