

Bear Paw Service District Board of Directors

Regular/Organizational Meeting

July 1st, 2017 – 9:00 a.m.

Directors Present: Al Snaider, David Marion, Tricia Swiger, Ann Atkinson, John Steensma, Ron Taylor, Patricia Roberts

Directors Absent: None

Others Attending: BPSD manager, Dennis Strand and BPSD secretary, Emily Bryant

Other members: See Attached List (Attachment #1)

Call to Order: Al Snaider called the meeting to order at 9 o'clock and led the Pledge of Allegiance. Mr. Snaider introduced new Board Members (Attachment #2) for the 2017-2018 Year with the additional designations.

John Steensma, Assistant Treasurer
Patricia Roberts, Assistant Secretary.

Mr. Snaider then presented an Operational Flow Chart. (Attachment #3) This instructs Home Owners to Contact the Bear Paw Manager with any and all concerns, NOT Board Members. Mr. Snaider stated that the Manager will work within the Budget to rectify concern/problems, and if outside of Budget the manager will then contact the Board President and board will decide on a course of action. Emergencies will be dealt with accordingly by Manager.

Financial Report: Tricia Swiger stated there have been no changes to the 2017-2018 Budget. She then briefly reviewed the 2017-2018 Budget. She stated there would be some "Carry Over" from the 2016-2017 years budget but the final "Carry Over" amount will not be known until a later date after the CPA finalizes everything. She clarified that this was due to checks written in July/August 2017 may have been incurred in the previous budget. Ms. Swiger stated that the budget can be "amended" at any time, in order to accommodate future need changes. Ms. Swiger suggested we do two amendments per year. All Board members agreed.

Ms. Swiger announced that New Signature cards for the bank must be signed. Members who signed were: Al Snaider (President), Tricia Swiger (Finance Officer), John Steensma (Assistant Finance Officer), Dennis Strand (District Manager), Emily Bryant (Administrative Assistant), Ann Atkinson (Secretary). These new names will be on the accounts, with two people signing checks. Ms. Swiger must "sign off" on all invoices with 30 days to pay each bill. MS. Swiger stated that with the anticipated BPSD credit card that she must "sign off" on all purchases.

Ms. Swiger stated that the Board needs to review agreements with the Cottages and Condos. The current agreements are "antiquated" and we need to renegotiate and update them.

Ron Taylor asked if we have had any word back from the auditor concerning the "Payroll Tax Problem". Al Snaider said that it is now a "moot point".

Managers Report: Dennis Strand presented the Managers Report (Attachment #4)

New Business: Al Snaider presented the New 2017-2018 Calendar of Meetings. Tricia Swiger made a motion to accept the proposed Calendar. Ann Atkinson seconded the motion. Motion carried unanimously.

Discussion/Announcements: Suggestion was made from Home Owner to retain legal counsel for negotiations for new agreements with Cottages and Condos. Tricia Swiger stated she would research that.

Discussions from the Floor

Bill Hammond brought up issues with Whispering Pine and Sleepy Hollow Roads

Eileen Humphlett suggested posting signs on Big Rock Trail announcing blind curve and narrow passing etc. Mr. Snaider will look into it and get back with her.

Unfinished business. Tricia Swiger suggested Dennis post his weekly report of accomplishments on the Bear Paw Website (bearpawnc.com) for everyone to view. He agreed and stated that will begin in the near future.

Adjournment: Al Snaider made a motion to adjourn with second by Tricia Swiger. The motion was unanimously passed. Meeting was adjourned at 10:14 a.m.

Date

Secretary