

Anticipated Topics for Belwood HOA Board Meetings - 2011

Every Meeting

- Review/approve minutes
- Reports from Treasurer, Bookkeeper, Facility mgr, Pool mgr (May-Sept), Swim Team

January 18

- Officer elections
- Pass resolution authorizing bank account management (thru Jan31 nxt yr).
- Review meeting date conflicts (consider Feb/Apr USD/CUHSD breaks and Christmas holiday) - none for 2011
- Initiate swim team agreement for practice/meet/setup pool fees.
 - Class-D signup form to team
- Hiring of pool manager – discussion and assign responsibility
- Presentation of annual budget (required by the bylaws artIII sec3).

February 15

- Guard wages – discussion
- Pool manager recruit – discussion
- Swimteam agreement – fees for practice/meet/setup
- Review (or audit) – discussion
- Newsletter articles due 3/1:
 - Annual membership meeting at May board meeting
 - Pointer to website, rules

March 15

- Guard wages – decision
- Swim team signing up class D members
- Pool manager and lifeguard wages

April 19

- July 4th Party – discussion
- Plan for annual meeting May
- Post notice of annual meeting on bulletin board before April meeting
- “Swim team lessons” agreement
- Tax status update
- Need to check on emergency and first-aid equipment before the pool opens. Is the guard platform strong?

May 17

- Annual meeting starts 8:00pm
- July 4th Party, other events – discussion
- Identify leaders for all year’s events
- Newsletter articles due 6/1:
 - summer events
 - cabana noise

June 21

- July 4th Party – discussion, budget

July 19

- Update reserve study
- Review projects 7yr plan

August 16

- Budget for following year – discussion
 - class A and D rates
- Board election
 - candidates needed
 - submittals to secretary by Oct3
 - envelope prep Oct 8 or 9
 - ballots mailed by Oct 14
 - election at Nov 15 meeting
- Newsletter articles due 9/1:
 - Board election, solicit candidates
 - Halloween Party
 - Pre-New Year’s Eve Party

September 20

- Board election – approve inspector
- Budget for following year – approval
- Halloween Party – discussion, budget

October 18

- Halloween kids party – discussion
- Mailing (by Oct14) – ballot, financials, and disclosures (as req’d by CA law)

November 15

- Board election – ballot tabulation
- Approve budget for following year
- Collect goal suggests for following year
- Pre-New Year’s Eve party – discussion
- Newsletter articles due 12/1:
 - Election results
 - Pre-New Year’s Eve Party

December 20

- Pre-New Year’s Eve party - discussion
- Select goals for following year

Note: This list contains only those agenda topics which recur on an annual basis. Other topics are added to the per-meeting agenda as needed.