

**Copperfield Neighborhood Association
December 5, 2006**

**CNA Board Meeting
Tuesday, December 5, 2006
7:00 pm**

In attendance: Jennifer Marshall, Greer Michael, Mark Yates, Jim Blyth,
and Gene Ferguson

Call to Order - Jennifer Marshall called the meeting to order at 7:15 p.m.

Approval of the Agenda and Minutes from October Meetings – Greer made a motion to approve the agenda and minutes, Jennifer second. The minutes were unanimously approved.

Discussion Items

1. Social Chair position - Jennifer acknowledged that position will be vacated in early February and asked board to begin thinking of potential candidates.
2. Neighborhood Directory and Newsletter - Board members will begin working on articles to include in the newsletter.
- 3 Bylaws Meeting – After discussion a motion passed to set the special meeting for the 3rd week in January with an initial date of Thursday 18th. The meeting is to begin at 7:30 pm with the vote scheduled for 7:45 and the meeting will adjourn at 8:00 pm.
4. Financial Report
 - a. Jim Blyth reported that the outstanding dues is currently at 22 households after payment received from one neighbor and the duplicate invoice issue was resolved.
 - b. Jim provided the accountants with the Tax letter he received and they are to respond and copy Jim on their reply.
 - c. Board unanimously approved moving the end of year balance into the money market fund for emergencies and special repairs.
 - d. 2007 Budget – draft provided shows 2006 actual versus budget with variance analysis. General budget overview and discussion followed. Jim and Jennifer will enter 2007 line item amounts and present to board for discussion at the upcoming budget meeting.

- e. 2007 Dues – the board unanimously approved mailing out invoices on January 2nd, 2007 and including wording on the invoice that late fees will be assessed after February 15, 2007.

5. Facilities Committee Report

- a. Mark reported to board the recommendations discussed at facilities meeting regarding Clubhouse Rentals. Discussion included types of parties allowed, rental rates and the rental agreement document.
- b. Mark will present a formal recommendation at the next Board meeting. In the interim, Janet will be informed that parties such as Pampered Chef, etc. will be allowed. Each person will be limited to 2 of these types of parties annually.
- c. Board asked Mark to discuss with facilities committee a 3-year spending plan. Mark will submit this at the next Board meeting.

6. Next Meeting – a final planning meeting will be held prior to the special neighborhood meeting targeted for January 18th.

7. Social Event – the Neighborhood Holiday Open House is scheduled for Saturday December 17th. Board will provide Hot Cocoa, snacks and pictures with Santa.

8. Motion to adjourn made by Gene, Jennifer 2nd. The meeting adjourned at 9:05 p.m.

Respectfully Submitted by: Gene Ferguson, Secretary