

Meeting called to order on 19 Oct 2009 at 7.30 pm

**In Attendance:** Weldon J., Gary H., Ben F., Holly T-M., Robert G., Sandy H., Tammy R., and Teresa CR.

**Visitors:** Phil A. and various association members, Al M., Nino & Bea V., Mathew & Sherie W., Judy G.

**Discussion & Action Items:**

**Agenda item: SCLA website remodel**

Phil Aldridge has accepted Webmaster control from retiring Kim Hawk. Phil did a brief website history research of web host, contact, and cost. He has received positive communication w/ hosting provider plus a reduction in monthly fee to \$19/month if paid in full for the year. Already done as per Ben Fletcher. Domain ownership is under the web host as it specializes in "associations hosting". There are also two mediums for community e-discussions, 1) within the website itself as a forum and 2) Google group. The first is not used much, if at all, and the second is used in low numbers. The question posed, "how to generate more communication, discussion, and participation within any one of these mediums?" Possible solution, website remodel.

There was a motion (Sandy H.) called to officially have Phil take over the webmaster position, and seconded by Ben F. Motion passed and Phil accepted.

**Content of website**

After personal discussions with neighbors and friends, Phil has suggested the following documents for inclusion on the website,

- SCLA By Laws
- CC&Rs – covenants, Conditions, & Restrictions
- Board of Directors Mtg Minutes
- Annual Budget Reports
- B of D officers / volunteers Self-Nomination Forms
- Alias email addresses for each of the Board Officers and Committee Chairs (some of which are already setup)

From personal experience with other HOA websites, John H. suggested a 2-tier website, that is to have 1) public content such as Home page, About page, Contact page, and Useful Community Info/Numbers page, etc. and 2) private community content, password protected that contains community discussions, private community issues/concerns, newsletter, calendar of community events, member directory, etc.

Holly suggested a redesign to a friendlier, cleaner, and easier website. A website that is user-friendly with ease in functionality, community pictures, and brighter color. Teresa agreed. Phil mentioned he is not a designer but a techie and asked Holly for input and help with this aspect of the website remodel. Holly agreed. Teresa also made herself available for design input.

Weldon suggested that a postcard or flier be mailed out to inform SC landowners of the issues regarding the SCLA remodel. This mail out would service 5 goals,

1. Annual membership drive and landowners' contact information gathering
2. Volunteer call / Board elections Jan 2010 & Committee Chairs Jan 2010
3. Landowner mandatory request for hardcopy of newsletter otherwise it will be delivered via email
4. Promotion of SCLA Google discussion group
5. Announcement of SCLA website remodel with new feature: pay online membership dues

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**Agenda item: Request for Nassour lots identification list from Title Company**

Robert G. received an email request for identification of Nassour lots. Standard procedure is the each separate title company contacts Robert for specific information on Nassour lots and any back dues. This procedure would change if the list was handed over to title companies impacting the association's knowledge of Nassour lots sold and bought in the future. A vote was taken, motioned by Weldon J., to supply the Nassour lot list to the title company, and rejected.

**Additional item: Association Financial Status**

Ben F. reported a healthy and positive financial status with over \$6000 in the bank. He reported three main sources of income, ad sales, propane gas rebate, and membership dues. He also reported on one big expense coming up as the Oktoberfest 2009 festival is set for Saturday, October 31.

**Additional item: Oktoberfest 2009 prep**

Tammy reported on Oktoberfest organization - activities are scheduled, approx. 100 RSVPs received, good to go.

**Action item #1: Regarding postcard mail out**

Weldon will draft flier, as postcard is too small, gather input and revisions from Board officers, and submit to Holly by November 18 to produce flier and send off to printer. Sandy will pick up fliers from printer. Solicitation for volunteers to flier- fold, label, and stamp will be made via SCLA Google group. Phil has volunteered to help out. Delivery to post office scheduled for December 1<sup>st</sup>. Mail out will include the following information.

1. Annual membership drive and landowners' contact information gathering
2. Volunteer call / Board elections Jan 2010 & Committee Chairs Jan 2010
3. Landowner mandatory request for hardcopy of newsletter otherwise it will be delivered via email
4. Promotion of SCLA Google discussion group
5. Announcement of SCLA website remodel with new feature: pay online membership dues

**Action item #2: Regarding website remodel**

Phil will obtain scanned copies of the following documents to post on website and will pass them along to Teresa to include in the 2009 Directory.

- SCLA By Laws
- CC&Rs – covenants, Conditions, & Restrictions

In addition, the following two items will be included in the website remodel

- Email aliases for Board Officers and Committee Chairs
- PayPal account will be set up to begin accepting CC membership dues via the website and Ben F. (Treasurer) will have password and management of account, as well as receive notification of member paying dues via website. Committee Chair for Membership and Database Management, Robert G., will also receive notification of member paying dues via website.

Adjourned at: 9.30 pm

Minutes submitted for approval by: Teresa CR on Tuesday, October 20, 2009