Board Meeting Agenda (rev Draft)  
February 17, 2020  
Claremont Hotel (Berkeley Room)

Board Members  
Carolyn Burgess - Public Safety  
Ken Cohen - Excused  
Hillary Conlon - Gardens  
Steve Hanson - Chair  
Chris Johnson – 2 V. Chair/Public Safety Chair/Communications.  
Dave McGuinness  
Nancy Mueller  
Sue Piper – Secretary  
Brenda Roberts - Treasurer  
Elizabeth Stage - V. Chair

1. Call to order

2. Introduction of guests (if any)

3. Minutes of meeting of January 20th for approval/amendments

4. Review and approval of Agenda

5. Treasurers Report – Brenda Roberts  
   a. Year End Fundraising Results/Update  
   b. Income Budget for gardens and general  
   c. Expense Budget draft budgets for , gardens, administration, public safety, other

6. Communications Committee  
   a. NHCA Website—Concerns over updating

7. Public Safety Committee  
   a. Report on Meeting of the Public Safety Committee  
      i. Announcement card distribution  
      ii. Next PS Meeting schedule for February 27th – featuring Police Chief Anne Kirkpatrick
8. **Annual Meeting**

Post Card distributed – Website updated

a. Annual Meeting Date has been presented in the 60 or so thank you letters that went out and is set for March 19 at 6:30 Pm and Reservation - location confirmed

b. Nancy Skinner has accepted the invitation to talk about state issue re Fire Prevention, statewide programs, etc. –

9. **Other Administrative**

   a. **Board and Officer Nominations**

      i. Chris Johnson has volunteered to help recruit new/replacement Board Members

      ii. I Solicited on-line and was contacted – I have not responded as yet

      iii. Status and help?

10. **Garden Committee**—Hillary

   a. Updates on new workdays and report – Hillary

11. **Old Business**

   a. **Proposed Website budget for information maintenance**

   a. **Board Job Descriptions** – Ken

   b. **Association** – Nonprofit State Registration – IRS Status – Ken

   c. **Conflict of Interest Statements on - annual basis?**

   d. **Annual Fundraiser** – at Claremont?

12. **New Business**

   a. **UC Vegetation Management Plan** – Elizabeth Stage