

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

DRAFT

1. **Call to order**
2. **Introduction of guests (if any)**
3. **Minutes of meeting of January 20<sup>th</sup> for approval/amendments**
4. **Review and approval of Agenda**
5. **Treasures 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 27<sup>th</sup> – 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?**
- e.

## 12. New Business

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