

**THE WOODLANDS CIVIC ASSOCIATION, INC.**

**SEMINOLE COUNTY, FLORIDA**

**MINUTES OF MEETING**

**OF THE BOARD OF DIRECTORS**

February 21, 2016

The board of directors (the “Board” or “BOD”) of The Woodlands Civic Association, Inc. (“WCA”) held a meeting at 11:00 am on February 21, 2016 at The Woodlands Civic Association community park, Longwood, Florida. The following Board members were present, constituting quorum:

- Todd Burnett, President
- Antoinette Giunta, Vice President
- Toni Law, Treasurer
- Rosemary Mills, Secretary
- Pam Hendricks
- Dan Johnson

The following Board members were absent:

- Kearston Miles

The following guests were also in attendance for a portion of the meeting:

- N/A

**Call to Order and Appointment of Secretary:**

Mr. Burnett called the meeting to order at approximately 11:08 am.

**Approval of Minutes:**

Minutes for the January 2, 2016 meeting were not yet available and will be circulated and approved at an upcoming meeting. Note: The Board did not meet at the conclusion of the February 9, 2016 meeting of the general membership, because there was no change in the Board composition at that time.

**Old Business:**

- **Landscape / Front Entrance:** Mr. Burnett provided an update on lights at the front, noting its urgency.
- **Park:** Mr. Burnett noted a recently broken pipe in the park under the pavilion flooring. He also discussed park access issues that centered around getting possession of the gate system software currently installed on the laptop of resigning Board member, Kearston Miles. A variety of stop-gap measures were discussed including deferring the date access is revoked, and issuing already-activated cards to multiple Board members who could be more responsive to

complaints and to new member requests so long as the appropriate paperwork was also provided to the Board members. The Board also discussed the ideal of posting updated member spreadsheet and PDFs of every key form on Google docs as a means of always have access to the forms and current information.

- **Lost cards/replacement:** The board confirmed a \$10 charge to cover the cost of lost or destroyed cards, but no charge to reactivate a card deactivated at the annual renewal deadline.
- **Easter in the Park:** The annual EITP event and budget was extensively discussed in detail, including activities that could be handed out to volunteers
- **Newsletter:** The Board had a general discussion of next newsletter targeted for early March.

#### **Treasurer's Report:**

Ms. Law noted that we already have 168 members at the time of the meeting compared to a final number of 268 in 2015. Prior to the meeting, Ms. Law had distributed a spreadsheet reflecting the latest update of paid members including those requesting access to the Park.

#### **New Business:**

- Dan Johnson, who had been nominated at the annual meeting held February 9, 2016, was introduced to the Board. The Board unanimously approved his admission to the Board.
- As Kearston Miles is resigning, the Board discussed the interest expressed by former Board member Joe Maenza who all agreed could take the place of Kearston once her resignation is confirmed.
- WCA member and resident O J Aldrich has been working behind the scenes to have a fresh updated website. The Board is in favor of cutting over to the new site as soon as possible provided it would not disrupt membership renewals and web references in the upcoming newsletter.
- The Board discussed adding Paypal functionality to our website to encourage renewals.

#### **Upcoming Meeting Date:**

The date of the upcoming meeting was noted as "pending" because of the added activities of the newsletter and Easter in the Park.

#### **Adjournment:**

There being no further business, the meeting was adjourned at approximately 1:08 pm.



Rosemary Mills, Secretary