

SUDDEN VALLEY COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS ORGANIZATIONAL MEETING MINUTES  
SATURDAY, NOVEMBER 7, 2015  
MULTIPURPOSE ROOM  
5:30 PM

In Attendance: Carol Bauman  
Grace Shaffner  
David Narsico  
Carol Houlton  
Samantha Rorabaugh  
Gail Chiarello  
Mike D'Angelo  
Linda Bradley, N&E Chair

Sudden Valley Staff: Sarah Pratt, Administrative Specialist

- I. CALL TO ORDER
  - a. N&E Acting Chair Bradley called the meeting to order at 5:28 PM.
- II. ROLL CALL
  - a. All members present except Leslie McRoberts and Michael Ashby.
- III. ADOPTION OF AGENDA
  - a. The agenda was adopted as amended.
- IV. ELECTION OF OFFICERS
  - a. N&E Chair Bradley presided:
    - i. Nominations for President
      1. Director Houlton referred to Leslie McRoberts leaving a letter voicing her desire to be President and directions to the Board going forward. It was determined that no one present was in possession of the letter.  
**MOTION:** Director Houlton moved to nominate Leslie McRoberts as President of the Board. Director D'Angelo seconded the motion and it passed unanimously.  
**MOTION:** Director Chiarello moved to postpone the meeting until next week. There was no second and the motion failed.
    - ii. Nominations for Vice President  
**MOTION:** Director Houlton moved to nominate Carol Bauman for Vice President. Director D'Angelo seconded the motion.  
**MOTION:** Director Chiarello moved to nominate Director Rorabaugh for Vice President. Director Narsico seconded the motion.
      1. Ballots were handed out. Director Bauman was appointed Vice President by a majority of 5 votes.
  - b. Vice President Bauman presided:
    - i. Nominations for Secretary  
**MOTION:** Director Houlton moved to nominate Grace Shaffner as Secretary. Director D'Angelo seconded the motion.  
**MOTION:** Director Rorabaugh moved to nominate herself as Secretary. Director

Chiarello seconded the motion.

1. Ballots were handed out. Director Shaffner was appointed Secretary by a majority of 5 votes.

- ii. Nominations for Treasurer

**MOTION:** Director D'Angelo moved to nominate Carol Houlton as Treasurer. Director Narsico seconded the motion.

**MOTION:** Director Rorabaugh moved to nominate herself as Treasurer. Director Chiarello seconded the motion.

1. Ballots were handed out. Director Houlton was appointed Treasurer by a majority of five votes.

#### V. APPOINTMENT OF COMMITTEE CHAIRPERSONS

- a. Appointment of chairs was postponed until Directors McRoberts and Ashby returned. Director Bauman stated that she would contact Directors Ashby and McRoberts and provide 48 hours' notice for this meeting.

#### VI. UPCOMING DATES

- a. Director Bauman announced upcoming meetings:
  - i. November 19<sup>th</sup> – Board Meeting
  - ii. December 10<sup>th</sup> – Focus and Goals for 2016
  - iii. January 14<sup>th</sup>, 2016 – Board Meeting
  - iv. January 21<sup>st</sup>, 2016 – 12 p.m. – Board Orientation
  - v. January 28<sup>th</sup>, 2016 – Board Meeting
  - vi. November 11<sup>th</sup> – Finance Meeting

#### VII. ADJOURNMENT

**MOTION:** With all business concluded, Vice President Bauman moved to adjourn the meeting. Director D'Angelo seconded the motion and the meeting was adjourned at 5:50 p.m.

Minutes Approved By:

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Grace Shaffner, Board of Directors Secretary