

Minutes/Agenda Bylaws Committee

April 24, 2024

1. Open Meeting  
4:02 pm
2. Roll Call  
Jon Loehndorf - Chair  
Ray Holybee  
Alissa Hanshew  
Patti Szot – Secretary  
Jason Schillewaert
3. Approve agenda for April 10, 2024  
Patti made the motion to approve agenda  
Jason seconded  
Unanimous vote
4. Review and Approve meeting Minutes for April 10, 2024  
Patti made the motion to approve minutes with some changes  
Jon seconded  
Alissa abstained  
4 vote yes to accept
5. Old Business  
We started on –  
Article IX – Officers  
  
Section1. Officers  
Removed “Officers shall be bonded which will include a background check.”  
  
(a) Terms. **NO CHANGE**  
(b) Statement of Officer. **NO CHANGE**  
(c) **NO CHANGE**  
  
Alissa moved to approve  
Ray seconded  
Unanimous vote  
  
Section 2. President. **NO CHANGE**  
  
Section 3. Vice President. **NO CHANGE**

#### Section 4. Secretary

(a) NO CHANGE

(b) Ensure completion, documentation and storage of meeting minutes which include resolutions and motions of the board and membership.

1. NO CHANGE

2. NO CHANGE

3. Ensure a book of meeting minutes of resolutions and motions of the board and membership shall be maintained and kept in a safe and secure place.

(c) NO CHANGE

(d) Make available at membership meetings a copy of the meeting minutes with a record of motions (passed or failed) from the previous general membership meeting.

(e) NO CHANGE

(f) NO CHANGE

Patti made the motion to approve the changes in this section

Ray seconded

Unanimous vote

#### Section 5. Treasurer

(a) 1. Ensure that an account of the financial transactions of the Association is kept in accordance with generally accepted accounting practices principles (GAAP).

2. NO CHANGE

3. Ensure disbursements are made in accordance with the approved budget and instructions of the board; coordinate with the general manager to ensure that generally accepted accounting practices principles (GAAP) achieve the above tasks.

4. NO CHANGE

(b) Ensure that the general manager and officers are listed as signatories on the Association's operating accounts, and that dual signatures shall be required for anything over a certain amount as determined by a resolution policy adopted by the board.

(c) NO CHANGE

(d) NO CHANGE

(e) NO CHANGE

(f) NO CHANGE

(g) NO CHANGE

Patti made motion to approve changes in this section

Jon seconded

Unanimous vote

Go Back to Article VIII, Section 7 (k)- need to add (GAAP) after the word principles.

Alissa made the motion to approve this change

Jon seconded  
Unanimous vote

#### Article X – Committees

This section is in dire straits! A great deal of work needs to be done to clarify the different committees in HPPOA. We started by discussing how to begin by describing the different types of committees that exist.

HOMEWORK: to review all the committees under Article X to improve.

#### 6. New Business

The Conch (HPP Newsletter) appears to be starting back up. The members of the Bylaws committee saw this as a wonderful opportunity to present the changes made by the Bylaws committee that will be presented at the General membership committee for approval.

Jon made the motion that the Conch can put out what the ByLaws committee submits

Alissa seconded

Unanimous vote

#### 7. Next Meeting – May 8, 2024

#### 8. Adjourn Meeting

Jon made the motion to adjourn

Alissa seconded

Unanimous vote

5:44 pm