

President Cory Williamson called the meeting to order at 6:33 p.m. in the library of Goodrich Middle School.

Attendees: Cory Williamson, president; Matt Garner, Vice President; Brian Jung, treasurer; Anne Pamperl, secretary; Wendy Morrissey and Gloria Kuebler, Board members; Stacie Jung, newsletter editor. Wendy had Janet Emery's proxy and Brian had Cheryl Well's proxy.

Secretary's Report: Wendy made a motion to approve the December 2018 Board meeting minutes as emailed to Board members, Brian seconded the motion, and the motion passed unanimously.

Treasurer's Report: The bills presented at the meeting were as follows:

Lincoln Electric System	\$28.99 (light by commons basketball court)
T&D Mowing	\$200 (snow removal on commons sidewalks 2 Dec 2018)
EMC Insurance	\$563.00 (liability insurance for commons, renewal)
Lancaster County Register of Deeds	\$52.00 (filing of 5 liens 21 December 2018)

Cory had receipts for modification of the 20th/Superior trash can (modification was approved at the December Board meeting):

materials for modifying trash can	\$22.58
2 aluminum fryer baskets	\$33.14

Wendy moved the Board pay the bills as presented, Gloria seconded the motion, and it passed unanimously.

Cory updated the Board on his modification of the 20th/Superior trash can. He cut the 2 fryer baskets to the needed height (trash can dimensions 24 inches deep, 10-inch diameter). He used nuts and bolts to fasten the baskets together and then padlocked them to the trash can. He then provided a padlock key to Dan Tvrdy of T&D Mowing, who is responsible for emptying the trash can.

Business:

Item 1, Biennial report – Wendy received the biennial report form in the mail prior to the meeting. The report must be filed with the Nebraska Secretary of State every 2 years in order for BENA to keep its nonprofit status. The deadline for filing is 1 April 2019 and the cost is \$20.00. The form requests updated officer and contact information. Before the form is submitted, Wendy will take it to the post office to see if that is satisfactory proof that BENA is a nonprofit organization and thus qualifies for the bulk mail rate. Wendy has also completed the application form for the bulk mail rate, which she will take with the form.

Item 2, BENA receipts in 2019 – Brian asked if Cory had talked to Grafton and Associates (G&A), BENA's new bookkeeper, about how we should manage receipts for expenses incurred in 2019. Cory said he asked about that when he met with Jen Lyman at G&A on Monday, 14th January. Jen told Cory BENA needed to keep the receipts. G&A will use the bank statements to do their bookkeeping. Cory pointed out BENA pays all of its bills with checks, debit cards, or auto-pay (LES), all of which show up on the monthly statements.

Item 3, Cory's meeting with G&A – Prior to the meeting at the G&A offices on Monday, Jen requested all of the bookkeeping files from the BENA laptop so that G&A can see that the BENA books are in order before G&A starts work with the Association. Cory told the Board that the bookkeeping files

initially could not be copied or moved due to password protection (note that a different password, which Cory has, is used to access the bookkeeping software to make entries or print information). A relative of Cory was able to figure out a work-around so that Cory could download the bookkeeping files to a USB drive and provide that to Jen at the meeting. He told the Board our former bookkeeper used software called Bookkeeper while G&A uses QuickBooks. Jen reported G&A has the dues notices ready to mail and anticipates mailing them by the end of January. During the meeting with Jen, Cory showed her an example letter and itemized bill he sent to lot owners who are behind on paying dues and thus have liens on their properties. Cory provided Jen with a list of those who had received letters/bills from him. G&A will be mailing notices to everyone else. The Board discussed the deadline for dues payment and checked the Declarations to see if they specified any deadlines for mailing of notices or dues payments. The Declarations do not set any specific dates. Because notices are going out later than usual, the Board agreed dues payments will be due by the end of February. 90 days after the 1st notice is mailed, a second notice will be mailed to those who have yet to pay.

Item 4, Lien letters and itemized bills – On 8 January 2019 Cory mailed letters and itemized bills to 18 property owners who are behind on their dues. So far he’s only heard from one recipient, Rebecca Ann Stockton, who owns 2001 Independence. She called Cory and claimed she didn’t know BENA existed, had never received a dues notice since purchasing her house, and was willing to pay past dues but no interest. Cory explained the Declarations/Bylaws require interest be applied to past dues and that he, acting alone, could not waive interest charges. She told him she was going to talk to her attorney about suing the Association and then hung up. He called back and left a voice mail explaining she had the option of coming to our upcoming January 15th Board meeting and requesting a waiver of the interest charges or she could call him back and ask him to request a waiver from the Board on her behalf. Ms. Stockton did not call back.

Item 5, Savings account – Cory reported to the Board that the president, treasurer, and secretary of the Board must go to Cornhusker Bank together in order to open a new savings account, if the Board elects to open one there. Brian told the Board he had contacted local banks to get information on rates and options for a new savings account. The following table summarizes his findings:

Option	Westgate Bank	Union Bank & Trust	Cornhusker Bank
Bank Account Interest	0.15%	0%	0.01%
Cost of Checks	Free	\$30	\$30
Savings Acct Interest	0.15%	0.15%	0.15%
Money Market	0.5%	0.3%	n/a
Access CD*	To be determined	1.7% for 15 months	Doesn’t have this option

n/a = not available because BENA is considered a commercial account holder.

* Access CD allows withdrawal of some, but not all, funds without penalty during term of certificate of deposit.

Brian plans to call Westgate bank and find out about their CD options, which he will report at the next meeting. He also said he would like for the full Board to be present when a decision is made about where to open a savings account and the type of account. The discussion is tabled until a the next meeting or later.

Item 6, Storage unit – Cory reported that he paid the 2019 storage unit rent as approved at the December Board meeting and has the address and telephone number of the owner. He verified with the owner that no invoice is sent. BENA must simply pay in late December for the coming year in order to keep the storage unit.

Item 7, 2018 liens – Cory filed the 2018 liens for 5 properties on 21 December 2018. The delay in filing occurred because of errors in the original lien preparations that had to be fixed prior to filing. After recording, the Register of Deeds sent the liens to BENA and they are now filed in the storage unit in the 4-drawer file cabinet.

Item 8, Dates of upcoming 2019 events – Cory asked the Board to set the dates of spring BENA events, which the Board did as follows:

Easter Egg Hunt	April 20 th
Spring Commons Cleanup	1 st weekend of April, weather permitting
Spring Neighborhood Garage Sale	May 2, 3, 4 (Thursday through Saturday)

The Easter egg hunt will start at 10 a.m. 4th of July festivities will be held on the 4th as in past years and will start at 10 a.m. Announcement of the event dates will be in the newsletter and on the website and Facebook page. Signs will also be put at the entrances to the neighborhood a few days before each event.

Item 9, New signs – the Board talked about getting new signs that announce events and Board meetings. Matt had gotten estimates last summer (see August 2018 minutes). He will talk to the sign company about getting mock-ups of one or more signs using the verbiage supplied by Board members for potential signs. He will also get a current cost per sign. The signs will be vinyl sleeves like those used by realtors. Matt will donate 3 frames to hold the signs. Stacie will send the BENA logo to him so that he can provide that to the sign company. He will also see if the email, Facebook, and/or website address can be placed at the bottom of each sign. Signs, if purchased in the future, will be for the Easter egg hunt, neighborhood garage sale, 4th of July parade and picnic, and Board meetings.

Item 10, Commons rules signs – Cory asked Matt to also talk to the sign company about the cost of making 4 metal signs with the commons rules on each. The Board agreed that Matt should use the rules as written by Stacie in the Winter 2019 newsletter. These signs, if purchased, will be placed by each of the existing signs that identifies the commons as private property of BENA for the use of its residents as well as the hours in which the commons can be used.

Item 11, Don Dougherty – A couple of months ago Cory sent Mr. Dougherty an itemized bill with each year's past due dues and interest and a letter of explanation. Cory played back a voice mail he received on 31 December 2018 from Mr. Dougherty. He thanked Cory for the itemized bill and then asked that the interest be dropped. Cory happened to catch Mr. Dougherty at home during delivery of the Winter 2019 newsletter. Mr. Dougherty told Cory he had made a payment toward what he owed in 2016 and didn't want to pay any interest after 2015. Cory told Mr. Dougherty he should have asked the Association to work with him on developing a payment plan so that he can get caught up on his dues. Matt wondered if BENA could put together and present a payment plan to Mr. Dougherty. Cory said he would draft a plan.

Item 12, 2016 liens – Cory looked at electronic copies of all active liens on the BENA laptop. He discovered 4 properties received liens in 2016 and 2 of the properties have lien problems. One property that was supposed to have a lien did not have one filed against it, while another property had two liens filed against it. Both errors occurred due to mistakes in completion of the lien paperwork by the bookkeeper. Cory talked to someone in the Register of Deeds office to find out how to correct this error. Because the liens are legal documents, correcting the problem will require the release of one of lien on the property with 2 and the filing of a lien against the property that should have one. Wendy made a motion Cory follow the steps necessary to rectify the 2016 liens, Matt seconded the motion, and it passed unanimously.

Item 13, Postage stamps – Brian asked permission to purchase stamps, which are needed to mail some bill payments. He was told to go ahead and purchase one or 2 books because the Board put postage money in the 2019 budget. Wendy reminded everyone 1st class postage is going up 5 cents in late January.

Matt made a motion to adjourn and Wendy seconded the motion. The meeting adjourned at 8:20 p.m.