
President Cory Williamson called the meeting to order at 6:34 p.m. in the library of Goodrich Middle School.

Attendees: Cory Williamson, president; Brian Jung, treasurer; Anne Pamperl, secretary; Janet Emery, Gloria Kuebler, Wendy Morrissey, and Cheryl Wells, Board members; Stacie Jung, newsletter editor

Secretary's Report: Cory asked Anne to read the minutes. Wendy made a motion the minutes be approved as read, Janet seconded the motion, and the motion passed unanimously.

Treasurer's Report:

The treasurer's report was made part way through the business meeting because Brian had to work late; for the purpose of consistency with other months' minutes, the report is included here in the November minutes. Bills for the last month included:

Lincoln Electric System	\$28.97 (light by playground)
T&D Mowing	\$920.00 (4 mowings of commons, 2 mowings of Superior Street right-of-way)
Acme Tree Company	\$800.00 (July brush pile grinding and waste hauling to landfill); see discussion under Business Item #1

Wendy moved the 3 bills be paid as read, Janet seconded the motion, which passed unanimously.

Business:

Item 1, Acme Tree Company bill for July work – Cory received a telephone call from the owner of Acme Tree Company wanting to know why he hadn't been paid. Cory explained he had sent text messages and Facebook messages to the owner's son requesting a bill but BENA had not yet received a bill. The owner said he would send one, which was sent to Cory approximately 5 months after the work was completed on July 3.

Item 2, Response to October newsletter drop – Janet said she had a number of people ask her why our bank balance was so high and yet we needed to raise dues. She explained to these folks that BENA is required by its bylaws to keep one year's operating expenses in reserve. Overall the response received by Board members to restarting the newsletter was a positive one. The next newsletter drop will be in January. Stacie plans to bring a draft to the December Board meeting.

Item 3, Future Board meeting location – Some Board members noted that JB's Bar and Grill, while adjacent to BENA and thus convenient, is not very busy and may not have a rosy future. Board members talked about alternatives and decided to continue meeting in the library at Goodrich Middle School. Wendy will submit a request for use of the library for the 2019 Board meetings. She noted the library is only available when school is in session, so the Board will need to find an alternative site for the June and July meetings.

Item 4, BENA mail – Cory received a call from Tim Gill in which Tim volunteered to pick up the mail for BENA. Anne said picking up the mail isn't always convenient for her, so Cory will talk to Tim in the near future about picking up the mail and dropping it off at Anne's house. Anne will continue to keep the mail log.

Item 5, 1st American Title Company – Cory sent a bill to the title company on 16 October 2018 that showed how much was owed on the lien, interest, and lien payoff fee. The total is \$205.80. So far no check has come to the BENA PO Box.

Item 6, Annual dues bills for 2019 – Board members liked the bill that Cory designed for 1st American Title Company. If the Board has to generate the bills, Board members think they should look similar to Cory's design. Anne plans to have the updated list of lot owners completed by mid-December at the latest.

Item 7, T&D Mowing and BENA's two trash cans – Brian talked to Dan Trvdy recently about the trash cans. Dan is ok with emptying the trash can in the commons near the basketball court. He said the other trash can is a problem. It's located at the corner of North 20th and Superior, and people dump dog poop in the can without enclosing the poop in a bag. Dan has to reach in with his hand to empty the trash because the can is fastened to a pole, so this is a gross task. Board members agreed that is asking too much of Dan and the problematic trash can needs to be removed. Cory said he will take care of removing the trash can.

Item 8, Financial review of the 2017 records – Brian read the report from Bonnie Isom. She reviewed bank statements, the check register, income records, and other records BENA submitted to her for the financial review. She found some problems, which were listed in the report. Board members agreed the 2018 financial records review needs to be done early in 2019.

Item 9, 2018 Christmas light contest – The Board agreed the awards will be the same as last year - \$25 gift cards to three winners. Cory will take pictures of contestants the 1st week of December and put them on Facebook. Because more folks are following the BENA Facebook page, a second attempt at voting via the page will be tried. The voting deadline will be Monday, 17th December. If this selection method doesn't work, then Board members will decide the 3 winners. After a brief discussion, the Board decided to get the gift cards at Hy Vee again this year.

Item 10, Bookkeeper replacement – Cory talked to Mumm and Associates prior to the October meeting, and they expressed some interest. After amending the list of bookkeeper's duties, he emailed the list to Mumm and Associates. He heard back on Friday, 16th November, and the company is not interested. Cory has also emailed Echo Bell three times since the October Board meeting and included the duties list. He has yet to receive a response. Other members of the Board supplied Cory with the names of some additional accounting firms to contact. Brian mentioned that a couple of years ago Bryan Seck had gotten an estimate of \$4,000 for bookkeeping from CBE (not sure what Bryan included as duties in his request).

Item 11, Proposed 2019 budget – If all lot owners pay their dues, BENA income will be \$36,900 in 2019, which is \$13,000 more than the 2018 income. Cory suggested bookkeeping costs in the proposed 2019 budget be kept to what was in the 2018 budget. Wendy will resume looking into nonprofit status for BENA mailings, which will save on postage costs once this status is obtained. Josh from YardX contacted Cory and expressed an interest in submitting a bid on mowing and snow removal. Cory sent him information on the commons but hasn't heard back. Wendy told the Board that the biennial report to the Nebraska Secretary of State must be made in 2019 in order for BENA to

keep its nonprofit status. BENA should receive a reminder in April 2019. Brian suggested BENA open a savings account and put surplus money, if any, into that account. Wendy suggested the required operating reserve be put into the savings account as well. Members then worked on the draft 2019 budget proposal, which is as follows:

Federal/State Income Taxes	\$75
Bookkeeping	\$4,600
Filing Fees for Liens	\$150
Commons Improvements	\$1,500
Insurance	\$550.00
Mowing, Trimming, Snow Removal (commons)	\$10,000
Office Supplies	\$300
Postage	\$300
Rental Expenses (Storage Unit and PO Box)	\$625
Printing Expenses (includes bulk mailing)	\$200
Resident Activities (4 th of July, etc.)	\$800
Technology (Website and Domain Name)	\$75
Tree Maintenance (trimming)	\$3,000
Utilities (electricity for basketball court light)	\$300
NEW ITEM – Tree Removal	\$10,000

Item 12, Fall cleanup – Gloria said she assumed the commons cleanup was finished for the year even though the fall cleanup had to be canceled. Cory said yes and said that he had created a small brush pile near Boston that contained limbs downed from commons trees by the October 14th snow storm. He noted that he picked up at least 4 times as many limbs as he had observed after the storm, so some residents along the commons had wrongly put their fallen limbs adjacent to commons trees. Cory also reported some residents along Bunker Hill dragged their fallen limbs and a dead tree onto the commons and made a big brush pile. Brian said he had heard someone told these folks it was ok to do this and someone would take care of the pile. Board members agreed that cleanup of private limbs and trees is not the responsibility of BENA. The next newsletter will contain an article on commons courtesy that points out private limbs should not be dumped in the commons. Cory and Brian reported they have seen random people, both association members and contractors, driving on the commons without permission. This is a problem if this happens when the commons is soggy; grass can be damaged and ruts can be left in the ground. Members agreed that homeowners must ask permission before driving on the commons, which includes any contractor they hire. If a member of the Board gives permission, then an email needs to be sent to the rest of the Board letting them know permission was granted (date and to whom). Also, liability for damage to the commons needs to be explained to the homeowner.

Wendy made a motion the meeting adjourn, Cheryl seconded the motion, and the meeting ended at 8:00 p.m.