

OHECA Board Meeting-January 18, 2023

Orange Hunt Elementary School Cafeteria

Attendees: Gary Koblitz, President
Stacy Cheshire, Vice President
Deb Milford, Treasurer
Gary Jensen, Big Item Drop-Off and Yard Sales
Patti Alf, Directory Advertising and Distribution
Jody Terry, Membership
Tom Malejko, Membership Records
Scott Hasenpflug, Website

The meeting was called to order at 7:30 p.m.

Budget: Directory ads income was reduced by \$50 from the amount presented at the previous board meeting. Under Expenses, attorney fees will be reduced to \$500 (from \$1,500) and Advertising will be changed to Community Outreach and increased to \$3,200 (from \$2,200). The reasoning behind these changes will be outlined later in these minutes.

Nominating Committee: The positions that will be voted on at the general membership meeting are President and Secretary in accordance with the Bylaws. Gary Koblitz will run again as President. The Secretary post is open, but Gary Koblitz has a potential lead for this position. There may not be a need for a nominating committee. Solicitation for this committee was included in the last newsletter.

Audit: Deb Milford would like to have this completed before the March general membership meeting. One person has come forward at this point to perform the audit. At least one more person is needed.

IRS Matter: Deb Milford contacted the lawyer to advise that we do not wish to dissolve the organization and would like to work with the IRS to resolve the problem. The attorney requested a \$5,000-\$6,000 retainer to perform the requirements he felt were necessary. Rather than use the attorney, the decision was to pursue the matter on our own using an appropriate form on the IRS website. The feeling was that perhaps we may be "over lawyering," and the potential for a huge attorney fee was daunting. It is the hope that the IRS will be lenient given our ability to explain the innocency of the filing lapse. A form will be prepared to request reinstatement of our tax-exempt status.

Donations: The matter of how to handle donation requests was discussed. It was decided that we need to set down policies. The annual cap for donations will be \$1,000 with individual requests capped at \$300 per request. Donations must provide some sort of advertising for OHECA and the request must include written information on how the advertising will be included. In addition, the written request must include information on how the funds will be used. No political or religious organizations will be granted donations. The organization must include in their membership a preponderance of OHECA residents or benefit a preponderance of residents. It was suggested that a form be prepared that organizations could use to request grants from OHECA. It was determined that the heading of this Expense category be changed to Community Outreach. The category would also include the support provided to our community pools (those grants would continue to be funded at \$500) and the new signboards. It was decided to grant \$300 to Orange Hunt Elementary School for their Dance-a-thon, and Gary Koblitz outlined how advertising for OHECA would take place for this grant.

The budget was adjusted as noted in the first item of these minutes.

Insurance: Based on suggestions Gary Koblitz received from another agent (who had indicated that the price of our current policy was good), Gary will explore these suggestions with our current agent. It was suggested that the issue of Cherry Run Park be discussed with the agent for any liability issues.

Grounds: There is no cost involved with VDOT removing dead trees or grinding stumps. We will need a permit to plant trees which should include the type of trees proposed. The Adopt a Highway signs will be placed next month at the top and bottom of Huntsman Boulevard.

Directory: Tom Malejko will provide a list of directory delivery volunteers to Patti Alf. All board members should be in contact with Melissa Low if you have any changes or comments regarding directory information.

Big Item Drop-Off and Yard Sales: May 20 will be a gardening workshop presented by the Master Gardener program. Gary Jensen has reached out to Winston Knolls regarding a May date for the joint community yard sale. Big item pickups have been cancelled by the county for 2023 due to staffing difficulties.

Website: Scott Hasenpflug will take care of making sure the website domain fee is paid.

Additional Topics: Tom Malejko discussed moving the database from personal computers (with backup) to an online database. This can be accomplished with Membership Toolkit. The rationale for this is security. This will take a good amount of time to accomplish. Tom will investigate the cost. In addition, Tom has developed an interactive map showing membership history for individual OHECA homes. This information will be beneficial in promoting membership, where signage should be placed, etc.

It was suggested that 30-40 additional Orange Books should be ordered to give to new residents to promote awareness of OHECA and encourage membership. This should be discussed with Melissa Low and it appears that the budgeted amount for directories can accommodate these extra books. Final decision on this should be coordinated with Melissa.

Gary Jensen inquired about the feasibility of restarting Neighborhood Watch. Basically, we would need someone to head the program.

The meeting was adjourned at 9:07 p.m.

Respectfully submitted,
Patti Alf for Julie Chesser, Secretary