

Salem Woods Civic Association Board Meeting  
4/3/08

The Board Meeting of the Salem Woods Civic Association was called to order by Vice President Heidi Rosen on April 3, 2008 at 7 p.m.

Board Members present included Sarah Ezell, Jim and Maureen Newton, Amy Martinez, and Heidi Rosen, Theresa De Rubeis, Office Manager Kathy Toll, Resident Eric Pettersen and Joseph DeRubeis were also present.

Heidi Rosen moved that the minutes from the March Board meeting be approved. The motion was seconded and the motion carried.

Old Business: There was no old business to discuss.

Heidi Rosen and Board Members discussed the following:

Board Member Pool Passes: Board Member Pool passes will be printed for Board Members to hand out on a discretionary basis to promote pool membership. Sarah will also have pool passes for new residents. Passes will have the Salem Woods Seal crimped onto the pass and will be signed by the Board Member. We will have a point system to give volunteers who help at clean-up day etc. free pool passes. The readerboard ladies should keep track of their time and we will award them up to a total of 5 free pool passes.

Maureen Newton, Treasurer, discussed the following topics:

1. Membership: We currently have 227 SWCA members, 27 Pool members, and one non-resident pool member. Fifty SWCA members and 4 pool members joined in March.
2. Cash Flow: We have \$4,637.50 in our Wachovia Account, and \$4,530.00 in our paypal account.
3. Budget – Welcome Committee spent \$215.70 on Coffee mugs, magazines and other supplies for welcome bags. \$115.00 was spent on the Easter Egg Hunt. The Bouncy Room was \$180.00 of which 80 was donated by the Ezell's. Spirit has \$1500.00 left for the year. Newsletter and billing has \$1000.00 left for the year plus whatever ad money we receive for the newsletter.
4. Grounds improvement: Mo planted a garden area at the small pool by the steps and building with plants donated from her yard. She purchased 10 bags of mulch and some grass seed to fill in barren areas.

Facilities: Jim Newton:

1. Eric Pettersen's son Drake will be implementing his Scout project at the large pool on May 10<sup>th</sup>. He has raised \$800.00 and SWCA will contribute \$600 from donations.
2. April 19<sup>th</sup> will be a work, clean-up day at the large pool. Help is needed.

3. Lawn service to begin this month. Termites and Carpenter Ants need to be exterminated at the clubhouse.
4. Three lights need to be replaced in the pool. Electrical inspection needs to be passed. Weed killer will be sprayed to kill the large amount of weeds at the large pool.
5. Four Lifeguards are targeted to be hired at this time. A college sophomore was interviewed for the Pool manager position. Lifeguards must be 15 and have passed the lifeguard training course.

Welcome Wagon/Rec, Sarah Ezell:

1. Memorial Day Party – We have a \$700.00 budget for the party. We will rent the BBQ from MWR to grill hamburgers/hot dogs. Salem Woods residents will be invited, but we will adhere to admitting Salem Woods families only and families from nearby neighborhoods. A membership table will also be set up. Tickets, 1 for food, 1 for drinks will be given to each attendee.
2. Welcomed many new neighbors – four in February, three in March and two more pending for this month.
- 3.

Webmaster, Amy Martinez

1. Website crashed, is in the process of being fixed.

Membership: Theresa DeRubeis

1. Theresa has been calling members to talk up membership with their neighbors.
2. She will be provided with a current membership list from the office.

Office Manager – Kathy Toll

1. Billing – membership form will be put into may newsletter.
2. Flyers to neighborhoods – get estimate to produce mail to Coventry, Bellamy Plantation, may not have enough in Budget.
3. Newsletter – articles to be submitted by April 15<sup>th</sup> from Board members. So far ads totaling \$240.00 for the May newsletter.
4. Discussion on the house at 4660 Boxford Rd. – shutter color is bright blue. SWCA office needs color chart of Colonial colors to back up our Code of Standards.
5. New office hours as of May 1<sup>st</sup> - Tuesday, Wednesday and Thursday from 9 – 11:30, Wednesday evening from 6 – 8 p.m. and the first Saturday of the month from 9 – 11:30.

Other Business:

Discussion on businesses renting “tables” or the clubhouse to promote their companies, i.e. security companies.

Security – Someone has been stealing and opening mail from mailboxes near the office on Revere Drive

There being no further business to discuss, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Kathy Toll