



HGC Board Meeting Minutes
8/08/2017 6:30 pm
701 Second Street

1. Call to Order 6:32pm

- **Board members attending:** Katie Nelson-Heil, Carol Zempel, Sarah Atkins, Michele Sjobeck, JoAnna Demulling
- Absent:

2. Approval of Minutes

a. Review and approve July minutes

Sarah motion to approve and Michele second

3. Approval of Agenda

JoAnna motion to approve, Michele second

4. Owner forum – Visiting owners

Buck Malik attended. Board will consider co-sponsoring an event with Buck based on his contact list. He invited HGC to have a table at the Working Dog Trials at Badlands over Labor Day weekend. Total spectators are about 500. There are 13 vendors attending - most were at our Winter Market. This will be deferred to Marketing Committee for a decision.

5. Board Reports

- a. **President's Report**- moved to closed session
- b. **Vice President's Report** - none
- c. **Treasurer's Report** - reviewed monthly reports
- d. **Secretary's Report**

i. Review project plan & action items

- reviewed upcoming items that are due on 9/1
- Change to board email addresses: Site 5 hosts our email addresses, and it was recommended to change to a different vendor or move to using gmail because that is free. **DECISION:** Will change all emails to show as follows: Example: HGC.President@gmail.com and the generic email addresses will map to the personal email that board members previously provided. **ACTION:** Sarah will make these changes.
- previous action item to create wording to allow new owner to opt out of having their name displayed in FB or the Beet. JoAnna provided wording to use in the new owner packets.
- Discussed the domain address and possibility of moving from .org to .coop. We are registered with GoDaddy. **ACTION:** Katie to do some additional checking on domain vendor.

e. Other Director's Report - none

6. Old Business

a. Follow-up Board retreat topics & dates

Will meet on Monday, 8/14 from 4:30 - 6pm @ Sarah's office. The focus is to review the committee charters. In addition, all board members should review and come prepared with suggestions for clarifications in the bylaws.

7. Committee Reports

a. Ownership & Volunteer

New owners. Michele motion to approve, Katie second

510 Coriene and Jon Case-Minners

511 Sarah and Kevin Hanson

512 Bobbi and Robert Likes

513 Lindsay and Nathaniel Smith

Sarah mentioned that the ACT software has been updated, but there are a few tasks remaining.

There will be new owner calls conducted by a volunteer from O/V approximately 2 weeks after they receive their owner letter. Capture information about the calls at a person level in the ACT database.

b. Marketing & Communications

i. **Brew with the Board** all owners will be invited and volunteer recognition will be included.

ACTION: Sarah/Melanie will determine a volunteer give-away.

ii. **Communications sub-committee** (formerly "Aligning HGC Communications" from new business section last month) Defer to next month.

c. Steering

i. Vote on New Expense Reimbursement Policy . Based on feedback, this will go back to Steering for additional review and revision.

ii. CBL 101 – September 23, 2017 . Katie to get registration information. JoAnna may attend.

8. New Business

a. **Board Transition Planning** - move to closed session.

9. Closed Session

10. **Adjournment** 8:30pm

The next Board meeting will be held on September 12.

Submitted by:

Carol Zempel, Secretary