

Odessa National Board Meeting Minutes

Date: 10/15/19

Time: 7:15pm-8:49

Attendees: Daniel Computaro, Cecelia Scherer, Douglass Krantz, Yuliana Goldin-Dunn, Joey Nicely

Absent: Rob Cunningham, John Deck, Greg Wuthnow

1. President read previous meeting minutes
2. Joey Nicely provided accounts treasury report
 - a. Checking: \$4404.53
 - b. Savings: \$140,246.48
 - c. Joey spoke to Capuano's Attorney John Tracey regarding check received in May 2018
 - i. the account is already fully funded when it was turned over to us last year (2018)
 - ii. the 17,842.58 was paid to the escrow account March 27, 2018 and does not still need to be
3. JS Homes
 - a. Has moved out of the model
 - b. Home has no walkway to the front door, the walkway is the home owner's responsibility.
4. QuickBooks
 - a. No purchase has ever been made
 - b. Joey stated we need to get QuickBooks
 - i. Better choice than Quicken
 - ii. Cecelia motioned that when time comes to have Joey get QuickBooks for the community, Yuliana 2nded. Motion was accepted
5. Justin Campbell
 - a. Got in touch with IRS to remove himself from the EIN
 - i. He was advised to contact Brady Law, which he did and is awaiting a response
 - ii. Justin has the IRS forms filled out if Brady can't assist
6. P.O. Box
 - a. Daniel continues to check the P.O. Box
7. Taxes
 - a. Joey reached out and left a message for H&M
 - i. Call back was received
 - ii. Joey is working on getting 2018 tax documents from WSFS
 1. Going to branch Friday 10/18 for these documents
 - b. Danny motioned to give Joey authority to move forward with H&M, Douglass 2nded, motion accepted
8. CD
 - a. Joey looked into CD's and rates, WSFS has the best rate

- b. Cecelia motioned to give Joey the authority to put 50k into an 18 month CD, Douglass 2nded, motion accepted
- 9. Insurance Needs
 - a. Need to hold off until we get property management co who will handle our insurance needs
 - b. Danny will reach out to Harrington for Flat Rate Insurance
 - i. Joey put motion to give Daniel the authority to purchase flat rate insurance, Cecelia 2nded.
- 10. Property maintenance post turn over needs
 - a. Property Management Co options
 - i. Legam and Norman an Associa Company is willing to come tour our property and meet with us
 - ii. Danny will reach out to schedule a meeting
- 11. Daniel
 - a. Will get Cecelia info for insurance
 - b. Will work on updating the website
 - c. Will check P.O. Box
 - d. Will keep in touch with Justin
- 12. Joey
 - a. Will research payment systems, but most likely PayPal is the best
- 13. Next meeting is scheduled for November 5th

Meeting adjourned 8:49