

Okehocking Hills Civic Association
Board Meeting Minutes
October 3, 2019, 8:30PM
Edgmont Township Building

1) Introduction

- a) Board Meeting convened directly following the Annual Meeting
- b) In attendance were Mark Wise, Roe Mizas, Leslie Petruzzi, Annie Thorne, Eric Asalone (outgoing) and Brian Mackrides (incoming).
- c) Thank you to outgoing Treasurer Eric Asalone who has served on the board since 2015 and welcome Brian Mackrides.

2) Appoint Officer Positions – The Board appointed the following positions for the 11/1/19-10/31/20 term:

- a) Mark Wise, President
- b) Roe Mizas, Vice-President
- c) Leslie Petruzzi, Vice-President
- d) Brian Mackrides, Treasurer
- e) Annie Thorne, Secretary

3) Transition of Treasurer Duties

- a) Eric will continue to serve as Treasurer until 10/31/19 and will attend the next Board meeting to assist with the transition.
- b) Eric and Brian briefly discussed treasurer duties including
 - i) Retrieving invoices
 - (1) Turchiarolo bills currently go to Eric's house. Eric will change to Brian's address.
 - (2) Homeowner dues (typically from June until last check received), USPS Box Renewal notice (January) and Insurance bill are sent to PO Box 222 in Gradyville.
 - ii) Bank Account – WSFS Bank
 - (1) Eric and Brian will meet to transfer Brian's name onto the account and transfer checkbook. (No credit card.)
 - iii) Financial Records
 - (1) Software: Records are currently in Quicken. May transfer or start from scratch.
 - (2) Eric typically runs financial reports before meetings.

4) Next Meeting – No meeting is currently scheduled. Decision will be made regarding landscaping front entrance beds via email.

5) Adjournment

Respectfully submitted,

Annie Thorne, Secretary