



**Date of Meeting:** 9/18/06      Time: 7:00 –8:00 P.M.      Location: Oxford Public Library

**Minutes Prepared By:** Dave MacQuaid - help from Peny Ward (recorded audio)

## 1. Purpose of Meeting

- Initial gathering of new Board of directors
- Member Introductions
- Discussion of Agenda for upcoming all member meeting
- Identify what was needed from MAMC

## 2. Attendance at Meeting

Name		Title
Paul Galdes	(PG)	President
Doris Trader-Moulden	(DTM)	Treasurer
David MacQuaid	(DMAC)	Secretary
Kathy Curry	(KC)	member
Peny Ward	(PW)	member

## 3. Meeting Notes, Decisions, Issues

- Call to order: (being recorded)
  - Introduction of new board members –some Bio’s (Paul, Dave, Kathy, Doris and Peny)
- Start: Who is assigned to positions
  - It was agreed that Paul Galdes assume President having the longest term (3yrs)
  - Doris Trader-Moulden assumed Treasurer term (2 yrs)
  - Dave MacQuaid assumed Secretary (term 2yrs)
  - Peny Ward and Kathy Curry assume members (terms 1yr)  
(All yeas for positions)
- Meeting Structure/Format
  - Peny bought HOA Manuals for everyone. We thank you!
  - Web site updated (Brookside-Estates.org) only
  - Ask Web Master to set up e-mail from web site to feed to each of the board members e-mail. (communication link)
  - Paul stated he wanted to control the meetings in a orderly fashion and allow members to speak.
  - Send letters to thank previous Board members for their time served.



### 3. Meeting Notes, Decisions, Issues

- Past board issues are to be considered “water under the bridge”.
  - Agenda list set up: Web, running of the meeting, Other forums not used.
- Meeting adjourned: 8:35 P.M

### 4. Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Contact MAMC send out letter	PG	asap	In Progress
Make copies of MAMC contract	KC	9/21/06	In Progress
Create Agenda for 9/21/06	DMAC	9/21/06	Not completed
Sign up sheets for committees (Halloween float, various)	DTM	9/21/06	In Progress
P.O. Box 234 (access)	DTM	asap	In Progress

### 5. Next Meeting

<i>Target Date:</i>	9/21/06	<i>Time:</i>	6:00-8:00 P.M. EST	<i>Location:</i>	Oxford public Library
<i>Objectives:</i>	<ul style="list-style-type: none"> <li>● <b>Board Introduction, Objectives</b></li> </ul>				