

MSPOA Board Meeting Minutes

DATE:	February 23, 2022			
LOCATION:	John Scappaticci Residence, 44 Palm Park Trail			
ATTENDEES:	Kristine Arnason	X	Doug Bellamy	X
	John Scappaticci	X	Greg McCarthy	X
	Susan Glaze	X		

I. Opening of meeting

- Meeting called to order at 2:30 pm
- Quorum established by Secretary
- Welcome to Susan and Greg

II. Code of Conduct

Code of Conduct Agreements were distributed and signed.

III. Officer Positions/Team Leader Positions

- Discussion for board officer positions and terms which resulted in the following:
John Charles Scappaticci- Chairman- term of one year
Douglas Howard Bellamy- Member at Large- remaining term of one year
Gregory Clyde McCarthy- Member at Large- term of two years
Kristine Arnason- Treasurer- term of two years
Susan Jane Glaze- Secretary- term of three years
- Discussion on previous communication out to community looking for full time volunteers for team lead positions- specifically Facilities Team Leader- no responses to date. One final request will be put forth, in the meantime Doug and Greg will endeavor to develop updated job descriptions for groundskeeper, team lead positions, so expectations are clear and concise in the event we need to pursue outsourcing (at a direct cost to the community).

IV. Government Filing Requirements

- Secretary requires notarized copy of valid director passport as well of proof of Belize addresses (copy of BEL invoice will suffice as long as director name is listed)
- Require by February 25, 2022.

V. Adjournment of meeting by Chairman

- **Motion** made by Susan Glaze to "**Adjourn the meeting at 3:15 pm**" seconded by Greg McCarthy, Motion carried.

Next board meeting will be Friday March 4 2022 10:00 AM at John's residence.



Kristine Arnason, MSPOA Secretary