

**Continental Ranch
Activities Committee Meeting Minutes for December 1, 2008**

Meeting called to order at 10:07 AM.

Attendees: Liza Lugo, Verna (Fiona) Keller, Mike Phillips, Lexie Burke (Management), Jennifer Swarts (Management), and Sarah Lebsack (Management). Richard Singervalt was absent.

Guests:

A. Monica Gonzalez (Management)

I. Approval of the November 3, 2008 minutes.

Action: A motion was made, seconded, and unanimously passed to accept the minutes as written. (Phillips/Lugo)

II. Board Actions for November 2008

- Denied the recommendation for adopt a family to give each family \$100.
- Amended and approved the recommendation for adopt a family to give each family \$250 at a cost not to exceed \$500.
- Denied the recommendation to increase the prices for the Windmill. The B.O.D. sent this back to the Activities Committee for more information.

III. Managers Report

- **Management Staff Changes** – Discussion took place regarding the departure of Lexie Burke (Management) and the new employee Monica Gonzalez.
- **Fall Festival Recap** – The Activities Committee discussed some changes to the next Fall Festival.

IV. Old Business

- A. Adopt a Family** – The Activities Committee discussed the amended recommendation for adopt a family program.
- B. Holiday Decorating Contest** – The Activities Committee discussed the delivery of the prizes for the contest and how many people should judge the contest. Management was asked to have two Board Members be a part of the judging for this event.
- C. Chili Cook-Off** – This was tabled until next year's budget.
- D. Advertising Rates for The Windmill**- Management was asked by the Activities Committee to get a cost break down for the pricing.

V. New Business

- A. H&R Tax Presentation** – Discussion was held regarding this presentation.
- B. Canned Food Drive** – Discussion was held regarding the canned food drive. Management was asked to set up a food box at Windmill Park Office for the food and Fiona Keller was going to make flyers for the event. This event will be held until January 23rd 2009.
- C. Events Committee** – Management discussed with the Activities Committee to think about getting together a sub-committee for the set up and break down of events.
- D. Newsletter** – Fiona Keller discussed adding “teasers” to the newsletter for up-coming events. She also discussed that Management make sure that the President’s Message be placed in the front of the newsletter.
- E. Website** – The Activities Committee discussed keeping the web site updated more frequently.

VI. Next Meeting date January 5, 2009

Meeting adjourned at 11:10 AM.

Respectfully submitted,

Jennifer Swarts

Assistant Manager, Stratford Management
For Continental Ranch Community Association