

Meeting Minutes – IMPOA Board Meeting

Thursday, 29 April 2010
Wally and Lee Techentien home
6593 Urban St. Arvada, Co
7:00pm Meeting

Attendees: Diana Heyder, Paul Kucera, Wally and Lee Techentien, Rich Reindel, Dennis Burke (On Phone), Swen and Loretta Hagman, Ben Lane, Fred Whitaker

Meeting started around 7:10 PM

1. Treasurer's Report -Wally

Wally gave the financial report for IMPOA. IMPOA currently has:
Checking: \$14, 634.53
CD: 25,513.57

2. Business Items

- Approval of 2010 Budget
There was a discussion of the 2010 budget. The budget had been distributed to board members by email. There was no further discussion at the meeting. Ben approved the budget and Fred seconded the approval of the budget. Diana will send the budget information to Rich to have it posted.
- Approval of last month's meeting minutes- The meeting minutes from the annual meeting were approved by email. No further discussion was necessary.
- PayPal Overview

Rich lead the discussion of using PayPal for the payment of annual dues to IMPOA. He has been researching on how to pay IMPOA dues online. Rich developed a flow chart showing a process of how to pay through PayPal. He distributed the flow chart to the board members. Rich went through the step-by-step process that he developed. The online process would always have an option to pay annual dues by mail or electronically. He showed examples of how the online payment system would look like. There was a discussion that the reason for using PayPal is because it is easy to use. Rich passed around an example of the financial form that could be used in replacement of the standard PayPal form. The reason is that the default PayPal form does allow for additional information such as lot number to be entered.

The web form for annual dues will ask the IMPOA member all the necessary information that is required to pay dues. It has the ability to determine if all the fields are filled in. Rich noted that the form will have an escape button if the members don't want to continue. Rich noted that the data from the form will be emailed to IMPOA and at the same time it is submitted. Once the member is ready to pay their dues, they will be directed to the secure PayPal website (shopping cart). The member can pay using their PayPal account or by credit card. Once the payment is payment is submitted, the member and IMPOA will receive a receipt that dues have been paid. There is always the contingency that the member can back out of the transaction up to the point that the dues have been paid electronically.

Wally asked the question: How does the money get transferred to the account? An electronic transaction will occur through a merchant account that has been authorized to work with PayPal. We can use any bank for dues. The money goes through a secondary group to pay the bank through an electronic transfer or a check could be made whenever IMPOA requests it. There is a cost to do business by electronic transfer (\$1-2/ transaction). We could have a check cut in a timely fashion.

A question was raised about what will happen for those who don't have computers. Diana mentioned that the existing method of mailing dues in will always be an option. The bylaws require IMPOA to make one mailing/year to members. In that annual mailed newsletter, IMPOA could include the option to pay electronically or by mail.

There was a general discussion on the payment. The question was raised on how to better contact the owners at Indian Mountain. One option is get the current list of owners that is available at Park County offices and use that to mail the newsletter. However, there is a charge for this list.

Several members of the board had concern of the security of using PayPal. Ben mentioned that all transactions would be encrypted. IMPOA will not be handling credit card information. PayPal will handle all credit card information, which is very secure.

On issue that we need to be aware of is that with forms, spammers could take advantage of the website to send their own information. How do we get rid of it? Web companies mitigate the problem by using encrypted software, third party software. Rich mentioned that he has had lots of success using a webserver company called Aplus.net. The board members suggested that we research the site further and possibly transition the IMPOA website to the new web company in the next year. Rich mentioned that the cost will be about the same

- Membership

Diana led the discussion on the existing renewal system. Currently there is no structure for renewal. Membership dues are sent in year round. It is difficult to determine which year to apply them to at times. There was a discussion if IMPOA should send out a notice with the annual mailing. If there is a due date, the goal would be that members would get in the habit of paying the dues on a schedule. There was a discussion on when the membership fee should be due. The general consensus was at the annual meeting. However, further discussion was tabled until the next meeting.

Wally mentioned there was a total 251 members have paid to date for 2010.

- Sharepoint - Ben

Ben gave an overview of Microsoft Share Point. Basically, it is a common location on the network that is shared by everyone on the board through a secure login and password. It costs about \$5-20/month depending on the features. Security is a top concern. It is a way to make sure that the IMPOA data are backed up. The Microsoft Share Point software can store spreadsheets, Word documents, or PDF documents from the server. We can have weblinks also.

Diana made a motion to move forward. Wally suggested that we get more information before moving forward.

It was noted that a volunteer from the annual meeting may be available to enter in the information into the database.

Rich suggested that Ben make a demo at the next meeting.

Ben will put together a presentation with costs example pages for the board to review.

- IMPOA and Rec Board website signs at entrance – Diana
Arrowhead entrance: our sign is missing (with the webpage). Diana will investigate why.
- Clarify Dumpster Days

IMPOA will have 3 dumpsters over two days. Dumpster days will take place on the weekend of Aug 14. Two dumpsters will be delivered on Friday. Another dumpster will be brought on Saturday and one will be removed. The dumpsters will be located by the fish pond.

Meeting on July 3rd will be held at the ski lodge, in the morning. Lee suggested that we should announce in the newsletter that it is an open forum for those who want to attend.

The next board meeting will be held on June 5th.

Because the cell phone coverage map is confusing members, we should remove it from the IMPOA website.

- Stage Stop and Tarryall Creek – Mark

Table for later

- Community Center – Mark

Table for later

- Merchandise–Diana for Walt

Diana mentioned that IMPOA sold about \$400 at the annual meeting, but invested about \$1300 in the initial order.

- Other items?

Diana mentioned that we should respond to entire board for email responses of inquiries so everyone has the information on the board. It will help document what the board is doing. We should keep track of all the work that we are doing on the board. Interactions with other members are most important not hours we logged.

Dennis mentioned that in June there will be fence repair days/potluck. He will setup in a few days in June for fence repair. The information will be put on the IMPOA website.

Meeting closed at 0915 PM.