

**GREENTREES VILLAGE
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES**

March 24, 22024

APPROVED

The Special Meeting was called to complete urgent items needed for the hiring process.

The meeting was called to order by President Carley Scibetta at 1pm.

Roll was called by Secretary Mike Peaslee. All Board members were present.

Before the agenda was approved, President Scibetta made several changes to the order of business.

- 1) Added Unfinished Business (03-02-2024) Approval of Job Descriptions and (03-05-2024) Approval of Board Transition Plan**
- 2) Items (03-09-2024) Approval of Emergency Meeting Minutes from January and February 2024, (03-10-2024) Create Ad Hoc Committee for Renegotiating Spectrum Contract, and (03-11-2024) were withdrawn from the agenda.**
- 3) New Business – changed to (03- 9-2014) Approval of changes made to the Employee Handbook 4) There is no Old Business**

President’s Comments: President Scibetta gave a brief overview of the expected protocol and audience participation for the meeting. She stressed this was a Special Board Meeting and residents would not be allowed to participate or comment on the proceedings unless asked.

The Meeting was called out of order several times due to a disturbance in the audience. There was no compliance, so the meeting was adjourned to Executive Session at 1:10pm.

The Special Meeting resumed at 2:42pm

Unfinished Business: (03-02-24) Approval of Job Descriptions

Nancy O’Neill made a motion to divide this item into 2 parts.

- a) Motion to approve the new organizational chart that includes co-managers reporting to the President and**
- b) Motion to approve the new job descriptions to reflect the new organizational chart. The motion was seconded by Leslie Shaw Voice vote 9/0 motion carried.**

The President stated that item (03-05-2024) Approval of the Board Transition Plan, has been postponed indefinitely. No vote required.

(03-09-2024) Approve the Employee Handbook and change PTO.

Diana Lindsley made a motion to divide the motion into two parts:

- a) Made a motion to approve the Employee Handbook with the minor wording changes and compliance with new employment laws.
- b) made a motion to approve the change to Personal Time Off (PTO) as described in the amended Employee Handbook. Seconded by Nancy O'Neill. Voice vote 9/0 Motion carried

New Business (03-11-2024) Personnel

Leslie Shaw made a motion to promote James Tennison to Facilities Manager and Kimberly Wright to Office Manager. Positions effective immediately. Board to review both in 90 days.

Roll call vote, Diana Lindsley, no Nick Woodward, yes. Nancy O'Neill, yes. Leslie Shaw, yes. Carley Scibetta, yes. Sally Ott, yes. Michael Peaslee, yes. Jack Swanson, yes. Diane Greer, no. Vote 7/2 Motion passes.

There being no further business, the meeting was adjourned at 2:48pm

Carol Murphy
Recording Secretary

