

BOARD SYNERGY COMMITTEE

CENTURY VILLAGE

Meeting Minutes

Date: 07-20-2023

Time: 1:30pm

Location: Clubhouse Meeting Room D

Purpose: Kickoff meeting for potential new committee.

Meeting Minutes:

1. The meeting was called to order at 1:27 p.m. by Kelly.
2. The meeting was attended by Kelly Janssen, Judy Blowe, Marilyn Curtis, Peggy Osbourne, and Elvira Bartucca.
3. Reviewed potential new committee vision, mission statement, etc. see page 2.
4. This group has a common vision and passion to improve the experience of serving on a Century Village Condominium Board.
5. Prioritized deliverables.
 - a. Unit Sale Activity Guide (include rentals) - Kelly
 - b. New Unit Owner Welcome Kit - Marilyn
 - c. Unit Damage Activity Guide - Judy
6. Next meeting - Working Session
 - a. Thursday July 27th @ 1:30pm
 - b. Clubhouse Meeting Room D
7. Please invite others and bring documents that may be helpful for our initial deliverables.

Board Synergy Committee Vision Statement

Vision: Every association has a well-informed and capable board.

Mission Statement: Provide an inspiring environment where board members create, share, and leverage best practices and reusable documentation that makes running their association more efficient and enjoyable.

Bet: Participating associations will be better run, and UCO will see a reduction in questions and complaints that should be handled by the associations.

Scope: (1) Documents, procedures, and best practices to help the board meet unit owner's expectations. (2) Documents, procedures, and best practices to help the board meet their fiduciary responsibilities.

Out-of-Scope: Legal advice.

Deliverables: (1) New Unit Owner Welcome Kit. (2) New Board Member Welcome Kit. (3) Board Member Roles, Responsibilities, and Expectations.

Key Drivers: (1) Committee members need to realize greater (long-term) value from the documents and procedures than the time and effort that they contribute. (2) The committee needs to be able to easily replicate the deliverables to other associations.

Meeting Cadence: Initially frequent until primary deliverables are created. Afterwards, once monthly for maintenance and evangelization.

Committee Decorum: Committee members and guests will treat everyone with honesty, dignity, respect, and sensitivity while embracing different perspectives, experiences, aptitudes, knowledge, and skills.