

**SUN VALLEY ELKHORN ASSOCIATION  
BOARD WORKSHOP NOTES  
February 18, 2011**

**WORKSHOP ITEMS**

1. Policy/Governance
2. Governing Documents
3. Review 2010 Strategic Planning
4. Finalize 2011 Board Goals
5. 2010 Goals

**IN ATTENDANCE**

<b>Board Members</b>	<b>Counsel, Staff &amp; Others</b>
Jim Fletcher	Ed Lawson (2/17/10 only)
Pam Bailey	Marlene Lowry
Patty Rosewater	Darlene Kuehn
Sid Alpert	Jan Kaas
Gary Black	Chuck Williamson
Pete Petersen	
Cris Thiessen	
David Taylor	

**ABSENT**

Margaret Walker
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**WORKSHOP TOPICS**

1. Policy/Governance

Pam Bailey presented information on planned community associations, including the characteristics of common-interest communities; the hierarchy of the governing documents (where the Board gets its authority); and roles of the board, committees and staff. Pam addressed the governance style of the board, stressing the board should strive to be proactive, not reactive, in their leadership and all Board decisions are collective, not individual. **Note: Refer to Slide Presentation 2011 Board Workshop – Pam Bailey**

2. Governing Documents

The Master Declaration, Articles of Incorporation and Bylaws and how the various documents apply were discussed. Ed Lawson reviewed his “Guide to Service on the Board of Directors”.

3. Review 2010 Strategic Planning Work & Finalize 2011 Board Goals

The Mission Statement was reviewed along with last year’s ‘SWOT’ analysis and the resulting three- to-five year plan. This information, along with the preliminary goals for 2011, was used to establish the final goals for 2011. Those goals are:

#### Facilities & Open Space

- ❖ Complete Amenity Master Plan Study
- ❖ Finalize conceptual plan for all five remaining open space trail segments
- ❖ Data mining – amenities survey and usage numbers

#### ADC

- ❖ Year two of three-year plan to scan and electronically file all architectural plans

#### Communications

- ❖ Roll out new and enhanced interactive website
- ❖ Increase electronic delivery of newsletter by 10%

#### Finances

- ❖ Prudently manage finances
- ❖ SVEA spending within budget
- ❖ Cash assets actively managed
- ❖ Continue long-term Capital Planning

#### Management

- ❖ Enhance owner satisfaction
- ❖ Continue conversion to 'Paperless' office

#### 4. Finalize 2011 Committee Descriptions/Responsibilities & Members

The two lists presented were reviewed, discussed and approved.

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