# Stratfield Historic District Association

## MINUTES

**Date:** Monday, March 14, 2016
**Time:** 7:30PM
**Place:** Kathleen Smith residence, 65 Brooklawn Place

**In Attendance:** Ivyes Reyes, Judy Shanner, Howard Raabe, Margee Judge, Kathleen Smith

**MEETING OBJECTIVES**

Organizing Committee to establish Action Items for reactivation of SHDA

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| **LEGAL** | Reactivate 501c3/tax-exempt status, re-establish/create articles of incorporation/corporate charter (formerly filed by Nancy Savin) & re-establish/create by-laws |
| **MONETARY** | Recover funds being held by Wells Fargo that were left unclaimed by former SHDA Treasurer Harriet Schwartzbach |
| **STRUCTURE** | Organize an Election of Officers, Compile present member Contact List, assemble list of Owners/Renters in entire District to increase membership |

| **ACTION ITEMS** | | **Responsible** | **Deadline** |
|---|---|---|---|
| **LEGAL** | 501c3 reactivation research/paperwork | Evie | TBD |
| | Articles of Incorporation | Evie | April |
| | Template for By-Laws | Margee | April |
| **MONETARY** | Recovery of funds from Wells Fargo | Judy | TBD |
| | Open new SDHA bank account | TBD | TBD |
| **STRUCTURE** | Template for Minutes of Meetings | Howard | April |
| | Email to Members regarding Officer nominations | TBD | April |
| | List of Officer duties | Margee | April |
| | Compile present SHDA member Contact List | Judy | April |
| | Obtain list of all District homeowners/renters | Kathleen | April |

**NEW BUSINESS**

Proposal of Membership Dues, to be collected annually each calendar year
$10 per Individual, $20 per Household (2+ people) or $30 per Business
May not be collected until SHDA bank account with tax-exempt status can be opened

Officer Election - President, Vice-President, Secretary, Treasurer (possible addition of Member At Large to avoid tie votes), proposed two-year terms. Members will vote by ballot. Nominees should include why they would like to hold office and/or what qualifies them

Wooden SHD plaques for each home, book that includes history of individual homes

**NEXT MEETING:**

Monday, April 18th at Ivyes Reyes residence, 50 Brooklawn Avenue, 7:30pm