



P.O. Box 2901, Augusta, ME 04338-2901 \*(207) 242-4535



**December 2017**

**CAPITOL AREA HOUSING ASSOCIATION**

**“LANDLORDS WORKING TOGETHER”**

## Officers

### President

### Secretary

**Barbara Eckhardt**

Eckhardt@myfairpoint.net

### Treasurer

**Ratna Don**

ratnadon44@yahoo.com

## Board of Directors

**Charlie Anderson**

speakez99@yahoo.com

**Ratna Don**

ratnadon44@yahoo.com

**Cheryl Dostie**

sprmom005@yahoo.com

**Barbara Eckhardt**

Eckhardt@myfairpoint.net

**John McNaughton**

mcn1@roadrunner.com

**Ramona Venskus**

ramona@NewcomerRelocation.com

**Royce Watson**

listmaine@yahoo.com

## Secretary's Message

Dear Members:

The renewal notices have gone out. Your membership dues are due by January 1, 2018. There is a thirty-day grace period for you to send in your dues, after that, a \$15 late fee will be assessed. In the meantime, Ramona and Charlie are busy negotiating a new location to hold our annual banquet. Stay tune for the announcement of the location and our guest speaker for the evening.

As the New Year is coming right up, it is time to consider the election for board members and officers, to be held at the banquet on Tuesday, February 13, 2018. Running for a new two-year term on the board—2018 to 2020—are Barbara Eckhardt and Royce Watson.

CAHA welcomes others interested in running as President or as a Board Director. Please make your interest know to anyone of our Directors by email or by phone 207 242-4535.

Let me take this opportunity to wish you a joyous New Year!

Sincerely,

*Barbara Eckhardt, Secretary and Board of Director*

Slate of Candidates for the 2018-2020 CAHA Board of Directors: Barbara Eckhardt, Royce Watson

**Executive Committee Minutes  
Capital Area Housing Association (CAHA)  
Held at the Senator Inn Restaurant  
October 12, 2017**

CAHA Secretary and Board Member Barbara Eckhardt opened the meeting at 6:38 p.m., with the following present:

Treasurer and Board Member, Ratna Don  
Board Member, Charlie Anderson  
Board Member, John McNaughton

**Motion** was made by Charlie, and seconded by John, to approve the September 14, 2017 Executive Committee minutes. Motion passed unanimously.

**Motion** was made by John, and seconded by Charlie, to approve the September 14, 2017 through October 11, 2017 Treasurer's profit and loss report and the October 11, 2017 Treasurer's balance sheet report. Motion passed unanimously.

After a short discussion concerning Fielding Oil's last year's admin fee, the consensus of the Board was to have Charlie contact Bill Fielding.

**Data Base & Administrative Duties Update:** Ratna presented a spreadsheet account of his proposal to the Board. The spread sheet was set up so that the Board could compare what CAHA had paid for the data base management and administrative duties from 2004 to present.

After a thorough discussion, Board members, John, Charlie, and Barbara, felt Ratna's proposal was reasonable. Nonetheless, it was their consensus for Barbara to email Ratna's proposal to the other Board members, Ramona, Cheryl, and Royce, for their vote.

**Legislative Outreach/CMAOA's Invitation Dinner on Tuesday, November 14, Waterville:**  
Tabled for the November 9, 2017 Executive Committee meeting.

**Ideas for the Member's Educational Meetings:** No consideration was given to this agenda item.

**October Newsletter:** It was the consensus of the Board for Barbara to write the Secretary's message for the October Newsletter.

**Miscellaneous:** The Board of Directors took a sixty-minute dinner break.

**Motion** was made by Ratna, and seconded by Charlie, to adjourn the meeting at 7:30 p.m. Next meeting, Thursday, November 9, 2017.

Respectfully submitted,

Barbara Eckhardt, CAHA Secretary

**Executive Committee Minutes  
Capital Area Housing Association (CAHA)  
Held at the Senator Inn Restaurant  
November 9, 2017**

CAHA Secretary and Board Member Barbara Eckhardt opened the meeting at 6.30 p.m., with the following present:

Board Member, Charlie Anderson  
Board Member, Cheryl Dostie  
Board Member, John McNaughton  
Board Member, Ramona Venskus

**Motion** was made by Ramona, and seconded by Charlie, to approve the October 12, 2017 Executive Committee minutes. Motion passed unanimously.

**Motion** was made by Charlie, and seconded by John, to approve the January 1 through October 11, 2017 treasurer's report and September 14 through October 11, 2017 profit and loss report. Motion passed unanimously.

**Oil Committee Update:** Charlie stated he contacted Fielding's Oil & Propane Company concerning their submitting their admin fee to CAHA. Fielding's informed him they would consider the matter. It was the consensus of the Board for Charlie to follow-up with Fielding's again.

**Data Base & Administrative Duties Update:** The Board of Directors gave considerable thought to Ratna's proposed renewal of his Database Management & Administrative Duties contract with CAHA, as well as considerable thought to the language of the motion. The meeting ended without a vote on this agenda item.

However, as time was running short, Barbara emailed the Board of Directors Ratna's proposal information once more for the vote.

**Motion** was made by Charlie, and seconded by John, to approve Ratna Don's Data Base & Administrative Duties proposal as he submitted it to receive \$20 per hour as a new contract hourly cost to CAHA. This would be \$2000 for the annual CAHA membership database work; \$100 per month for oil price posting to the CAHA website; \$60 per newsletter creation and communication exclusive of printing and mailing costs. CAHA requests that any additional billable hours at \$20 per hour outside of the previous tasks that do not involve specific project work requested by the Board, the details of which will be emailed to the Board for quick consideration, if such tasks exceed 2 hours per month. The \$0.50 per mile travel cost is also agreed to. Motion passed unanimously.

**Legislative Outreach/CMAOA's Invitation Dinner on Tuesday, November 14, 2017, Waterville:**

The Board was looking forward to going. Charlie was open to carpooling.

**New Ways of Improving Membership Follow-up/Ramona & Ratna:** Ramona showed the Board a sample of a booklet containing the LD numbers of all the new laws that have been passed by the legislature. It was the consensus of the Board for the booklet to contain the language of each law as well, as a quick reference for CAHA members.

**November Newsletter:** It was the consensus of the Board to not create a newsletter for November.

**New Business:** Ratna submitted two invoices for payment. Invoice # 10/19/17, Newsletter, October 2017 @ \$60.00 and invoice #10/31/17, Maintain heat page on the website, October 2017 @ \$100.00. This agenda item was tabled for the December 2017 meeting.

**Miscellaneous:** The Board of Directors took a sixty-minute dinner break.

**Motion** was made by John, and seconded by Charlie, to adjourn the meeting at 8:30 p.m.

Respectfully submitted,  
Barbara Eckhardt, CAHA Secretary




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 Capital Area Housing Association  
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