

**DREAMLAND VILLA RETIREMENT COMMUNITY BOARD OF DIRECTORS**  
**May 3, 2022 - Study Session Agenda**  
**9:30 am Read Hall**

**This is a Preliminary Agenda. Agenda items may be added or deleted prior to the Study Session.**

**Please ask your questions during the open forum portion of this meeting.**

**PLEASE SILENCE YOUR CELL PHONES PRIOR TO THE START OF THE MEETING**

**Agenda Items:**

**Credit Card fee:** Anthony

Discussion carried over from the April 12 Board of Directors meeting: Should a three percent credit card charge fee be added to member payments made by credit card? Teresa was to research.

**P&P Policy Changes:** Steve

1. Annual and Initial Membership Fees
2. Annual and Initial Membership Fees - Defined.

Revision of Annual Fee amounts by adding the service charge so it is clear how much they will be paying.

**Staffing:** Allees

Should a permanent part-time receptionist be hired, so that Teresa may do the training during the summer?

**Robert's Rules of Order:** Ward

Discussion on why the Board is not using Roll Call Votes

Discussion on why Johna uses the 12<sup>th</sup> Edition of RONR

**Financials:** Johna/Ward

Moving of restricted funds: Special Events (Gala) to operations (\$4,815.81)

Balance Sheet's *Other Current Liabilities* section to the P & L as income items.

DVRC's internal controls as well as the March 7, 2022 - 2021 Audit Report: "*Audit Comments*" and "*Comments Regarding Disbursements and Insufficient Approval Documentation*". (WJ)

**Open Forum**