

# The Grove 2012 Kickoff Meeting Agenda

---

1. Opening Statements
  - a. Welcome
  - b. Introduction of topics
  - c. Ground Rules for the meeting
  
2. Topic 1 – Committees
  - a. Lead with a couple common examples of committees (i.e. event planning & welcoming/hospitality committees)
  - b. Open floor for committee ideas
  - c. Allow participants to write down what committees they think are most important and which one(s) they would be interested in participating in
  
3. Topic 2 – Calendar of Events
  - a. Open discussion on what events people would like to gather for in 2012
  
4. Closing Statements
  - a. Questions?
  - b. Address Parking Lot items (if any)
    - i. Townhall meeting?
  - c. Re-introduce the HOA website and stress that it will be the official method of communication and notification for the neighborhood
  - d. Invite those who need to register for the HOA website to stay following the meeting for a quick demonstration.

---

## Notes:

- There is strong support for a quarterly town hall meeting for residents to discuss community issues that can be relayed to Caliber

## Committees:

The following list contains all the committee ideas that were thrown out in the meeting. Participation will ultimately determine which committees move forward. Some committees may also be merged due to necessity and/or overlapping responsibilities. Descriptions of each committee are provided based on what was discussed in the meeting. The descriptions should help individuals understand what they are signing up for but shouldn't be considered a final list of responsibilities.

- Welcome Committee – *Responsible for welcoming new residents to the community.*
- Event Planning Committee – *Responsible for planning the community events*
- Finance Committee – *Responsible for record keeping, monitoring the HOA budget and forming recommendations for Caliber, and defining long term goals for the community.*
- Block Captains – *Responsible for disseminating important communication items throughout the community. The idea is that each block captain would be responsible for a "block" or group of houses to keep informed.*
- Newsletter/Communication Committee – *Responsible for promoting communication and news throughout the community.*
- Neighborhood Watch
- Red Dirt Committee – *Responsible for creating an emergency preparedness plan for the community.*
- Grants Committee – *Responsible for actively looking for grant money that can be applied to the community*
- Common Space Committee – *Responsible for monitoring the communities common space and forming recommendations to Caliber for the development of designated common areas.*
- Growing Pains Committee – *Responsible for monitoring the constructions activities and notifying builders as necessary about problems.*
- Maintenance Committee – *Responsible for making simple repairs to common areas to limit the amount of HOA funds needed for maintenance.*
- Fundraising Committee – *Responsible for raising operational funds for the other committees.*

Discussion and ideas for the first round of committees is considered open until Tuesday, January 31<sup>st</sup>. If you have any comments or suggestions for other committees please feel free to contact Kristin Blazy and/or Daniel Wortham prior to that time. A finalized list of committees will be published soon and all will be invited to sign up for participation in their areas of interest

## Calendar of Events

The following events were suggested during the meeting. This list, along with other suggestions that come along, will be presented as a list of recommendations for the events planning committee to review and plan as they see fit.

- Easter Egg Hunt – Recommended to be the Saturday before Easter.
- Trash Pickup – Recommended to be bi-annually (spring & fall)
- Summer Cookout – Recommended as a “Summer Kick-off”
- Garage Sale – Recommended to be on dates where the city of OKC waives garage sale permit fees
- Saturday Morning Cartoons (Saturday morning breakfast at the clubhouse geared to kids) – Recommended to possible coincide with the Easter Egg Hunt.
- Christmas Luminaries
- Chili Cook-off – Recommended for the fall of 2012
- Halloween Party/Carnival – Weekend before Halloween
- Halloween night (OKC trick-or-treat night)
- Block Party – Recommended to coincide with the neighborhood alliance night-out
- Tree drive
- New Years Eve
- Mothers’ & Fathers’ Day Brunch – Recommended to fall between the two holidays
- Movie Night On The Lawn
- Poker/Bunko Night
- Biggest Loser Competition – Recommended Feb 17<sup>th</sup> – March 30<sup>th</sup>
- Community Shopping Event – Recommended for Christmas shopping

## Parking Lot (Items for future discussion)

- Possibility of forming a 501 3(C)
- How to handle money brought in by the committees
- Possibility of changing the summer pool time hours