

- or those we serve.
- attempt to interpret the needs of those we serve to the cooperative, and interpret the actions of the cooperative to those we serve.
- refer complaints to the proper level on the chain of command.
- recognize that my job is to ensure that the cooperative is well-managed, not to manage the cooperative.
- represent all members and not a particular court or interest group.
- consider myself a "trustee" of the cooperative and do my best to ensure that it is well maintained, financially secure, growing and always operating in the best interests of its members.
- always work to learn how to do my job better.
- declare conflicts of interest between my personal life and my position on the board, and abstain from voting when appropriate.

As a member of the board, I will **not**

- criticize other board members for their opinions, in or out of the board room.
- use the cooperative for my personal advantage or that of my friends or relatives.
- discuss the confidential proceedings of the board outside the board room.
- promise how I will vote on any issue before a meeting.
- interfere with the duties of the administrator or undermine his or her authority with staff members.
- act as a director outside of board meetings unless so authorized by the board. (Outside the board meetings, the board member is just like any other member and his or her status as a board member is restricted to times when the board meets as a group to hear reports, discuss problems, make reports and make decisions.)
- direct the cooperative staff. (Cooperative staff are to be directed by Management. When a board member thinks something should be done, first it's brought out before the board. If the board decides to act, the board should vote on a motion notifying the Management Agent, and then let the Management Agent see that the motion is carried out.)
- reveal confidential information made available to the board to help make a business decision.

## Nominate a Neighbor

Nominate a member who exemplifies the Independence Square spirit of cooperation through his or her thoughtful acts to help others.

One Good Neighbor is recognized every month and receives a \$25 gift card.

### Good Neighbor Nomination

Your name: \_\_\_\_\_

Your address: \_\_\_\_\_

Your phone number: \_\_\_\_\_

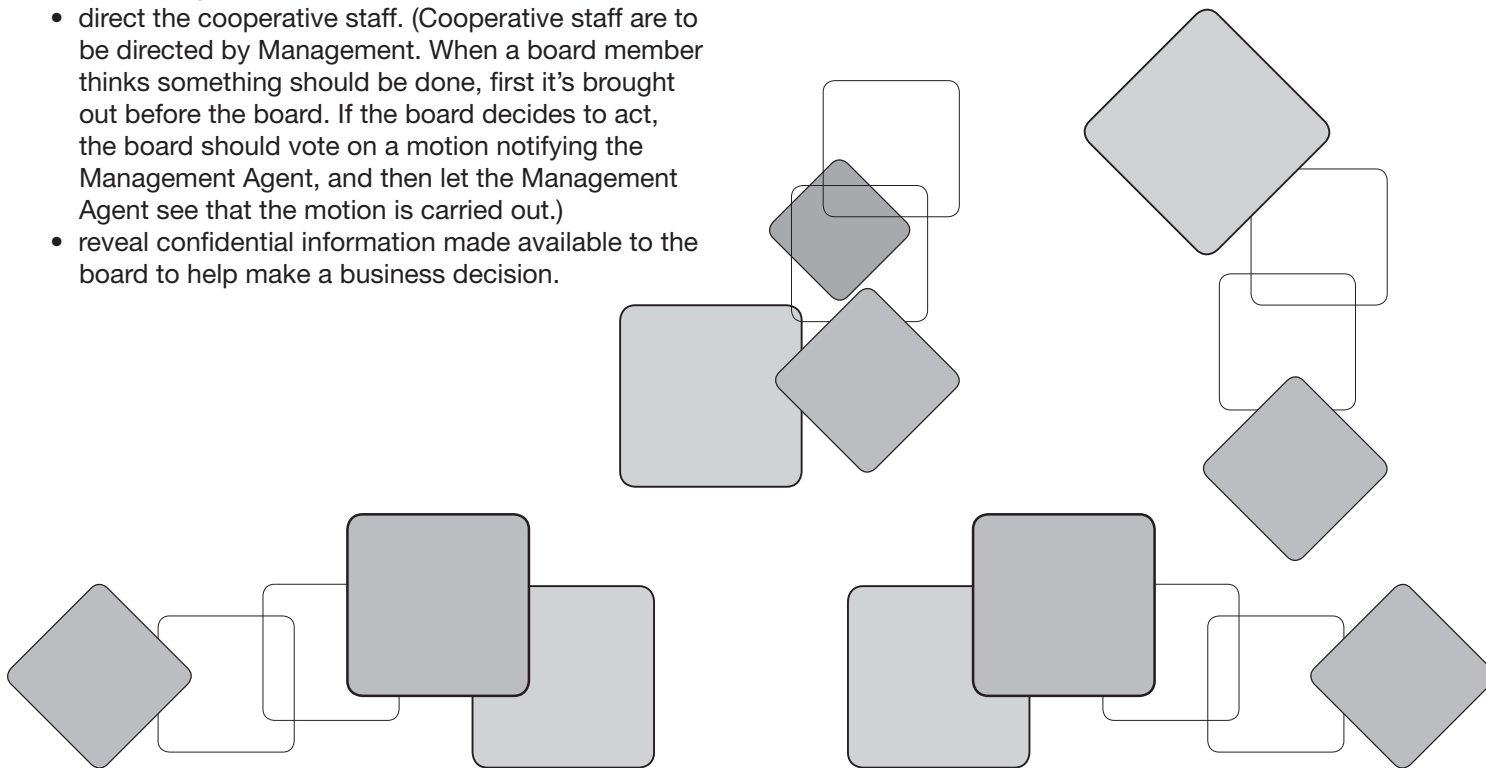
I nominate \_\_\_\_\_  
(Please give full name of neighbor you are nominating.)

Neighbor's address: \_\_\_\_\_

Neighbor's phone number: \_\_\_\_\_

**Please understand that phone numbers are necessary so we can talk with both the nominator and the nominee to verify all information. Phone numbers will not be published in the newsletter.**

Explain why you are nominating this person.  
What has she or he done to be a good neighbor?



JULY

Around  
the SQUARE

2016

### BOARD OF DIRECTORS

Sheryl Frank  
*president*

William Bather  
*vice president*

Mike Gamble  
*secretary-treasurer*

Ed Korte

Ray Gamble

### HANDY PHONE NUMBERS

Independence Square  
Townhouses office  
816.252.0444

Police (Non-emergency)  
816.325.7300

Police (Emergency)  
911

Signal 88 Security  
816.868.4115

Animal Shelter  
816.621.7722

Animal Control Dispatcher  
816.325.7205

Report Power Outage  
816.325.7550

Regional Animal Shelter  
21001 E. Highway 78  
Independence  
816.621.7722  
Hours:  
Noon to 8 p.m. Tues. – Fri.  
11 a.m. to 6 p.m. Sat. – Sun.

Citizens Information Center  
816.325.7000

## NEWSLETTER MINUTES

June 21, 2016

Board Meeting

**Board members present:** Sheryl Frank, president; Bill Bather, vice president; Ed Korte and Ray Gamble. Mike Gamble, secretary-treasurer, joined the meeting at 6:40 p.m.

**Staff present:** Alexis Martin, on-site manager; Martha Ramcke, assistant manager; and Mike Leach, maintenance superintendent

**Also attending:** Melva Linville, property manager, and Betsy Kilker, administrative assistant, with Linville Management Services, Inc.; and Dudley Leonard, cooperative attorney

Sheryl called the meeting to order at 5:47 p.m. Minutes of the May 17 board meeting were approved.

### Open Session

Six members signed in for the open session. Sheryl welcomed them and called the session to order at 6 p.m.

Mike gave the maintenance superintendent's report. Maintenance continues to work on the grounds and to repair foundations for water leaks. The rotten landscaping timbers near 1417 have been removed. Flowers have been planted at both entrances.

Replaced since June 21 have been a range, a garbage disposal, a countertop, a kitchen faucet, a bath faucet and a bath floor.

There have been four move-ins and two move-outs.

Of 115 work orders called in, 108 have been finished.

Alexis presented the office report.

Six memberships are for sale. Of these, two are not paying. Four move-ins are scheduled; four intents to vacate have been filed; three units are available; and one appointment is scheduled.

Michelle Schwab earned a \$200 referral bonus.



Ed Korte, board member, awards the door prize to H.V. Minor whose name was drawn during the open session of the June meeting.

Continued on next page.

Melva presented the managing agent's report.

Two final statements were completed.

Linville Management processed \$125,876.44 in accounts payable for the month.

Financial reports were mailed to the board on June 6.

Sheryl opened the floor to member comments.

Catherine DeLong presented a memo to the board about the surcharge. She asked that it be abolished.

Harriett Minor won the door prize drawing.

The open session ended at 6:25 p.m.

## Closed Session

The board reviewed updated permits and approved the satellite dish permit, the installation/alteration permit, the clubroom rental agreement, clubroom rental checklist, table and chair agreement, complaint form, the Good Neighbor nomination form, the pet permit and vehicle registration form.

The meeting was adjourned at 8:10 p.m.

# Applications accepted for board of directors

Members of Independence Square will vote to fill four positions on the board of directors at this year's annual meeting.

The meeting will be at the clubhouse. Sign-in begins at 6:30 p.m. and the meeting starts at 7 p.m. on the third Wednesday in September, the 21st.

Door prizes will be awarded.

Only members in good standing can vote. Any member with an unpaid balance of more than 30 days cannot vote. If you cannot attend, you may vote by proxy.

Members voting by proxy must appoint another member in good standing to vote on their behalf. No attending member may cast more than his or her vote plus one proxy vote.

Members in good standing who care about our community are encouraged to run for office. Resumes of candidates will be printed in the August and September newsletters.

# Remember to Mow fenced back yards

Members are responsible for mowing fenced back yards.

Grass must be no higher than eight inches and the yard must be kept free of clutter.

If you receive notice from Maintenance to mow your yard, you will have 48 hours to do so. If not mowed during this time, Maintenance will mow and a fee will be charged.

If you leave for vacation, remember to make arrangements to have your yard mowed while you are gone.

If Maintenance has to mow, your account will be billed for the service.

# Members receive \$200 referral bonuses

Members of Independence Square Townhouses receive \$200 checks as referral bonuses when an applicant they recommend becomes a member.

Michelle Schwab was recognized with a \$200 referral bonus at the June meeting.

We thank our members for their vote of confidence in our cooperative and for helping us attract qualifying new members.

Word-of-mouth recommendations are our best source of new members. When you tell others to consider Independence Square for their new home, it means that you enjoy living here and that you know someone else who would be a good neighbor for us.

The referral should be mentioned at the time of application.

The referring member will receive \$200 after the applicant moves in.

## For Sale

Large desk and chair: \$45  
Stereo: \$15  
CD 5-disc player: \$20  
Two end tables and lamps: \$80  
Six-piece antique bedroom set: \$500

**Please call 816.833.2596**

# Dates to Remember July 2016

Carrying charges due: July 1

Independence Day observed: July 4  
Office closed

Recycled papers picked up: July 6

Carrying charges delinquent: July 11

Board meeting: July 19  
Open session at 6 p.m.

Delinquent accounts sent to attorney: July 21

## August 2016

Carrying charges due: August 1

Recycled papers picked up: August 3

Carrying charges delinquent: August 10

Board meeting: August 16  
Open session at 6 p.m.

Delinquent accounts sent to attorney: August 22

### Please note:

*The Independence Square newsletter, "Around the Square," publishes two months of dates in every issue.*

*The newsletter is published and delivered mid-month.*

# Please be neighborly

One of our neighbors has reported young people climbing on the trees on his property and trampling down his fence.

They appear to be children of Independence Square Townhouses households.

Please ask your own children to refrain from this kind of behavior. Repairs to the fence are costly and such actions are disrespectful of the property of others.

# Candidates resumes published in newsletter

If you are interested in running for the Independence Square Board of Directors, please submit a resume to the office.

Resumes will appear in the August and September issues of the "Around the Square" newsletters.

If you want to publish a resume in the newsletter, here is an easy format to follow.

You don't need to use every category.

Please limit the length to one typed page.

Here is a format you can use to prepare a resume.

**Name:**

**Cooperative experience:**

**Qualifications:**

**Family:**

**Work history:**

**Education:**

**"I want to serve on the board of directors because:"**

# Board members sign ethics agreement

Serving on the board of directors is a responsibility and privilege.

The Independence Square board meets on the third Tuesday of every month except in September when the annual meeting is held on the third Wednesday. Meetings begin at 5:45 p.m.

In addition to regular monthly board meetings, the board may call special meetings throughout the year.

Once elected, all board members are required to sign the Board Member Code of Ethics.

## Board Member Code of Ethics

*As a member of the board of directors, I will*

- listen carefully to my teammates.
- respect the opinion of other board members.
- respect and support the majority decisions of the board.
- recognize that all authority is vested in the full board only when it meets in legal session.
- keep well-informed of developments relevant to issues that may come before the board.
- participate actively in board meetings and actions.
- bring to the attention of the board any issues that I believe will have an adverse effect on the cooperative

*Continued on next page.*