**Legal and Bylaws December 2019 Meeting Minutes**

Attendance: Bill Nyquist, Mike Freedman, Barry Mendelsohn, Stu Joseph, Kristen Neu (OIC), Pat Degnan, and Rob Torcivia (Chair)

Commenced 8:00pm 12/12/2019

Reviewed 2019 adherence to rules and procedures and specific events throughout the year that required phone votes, or in some other way went around the normal committee process.

* Reviewed Admin Guidelines Section M Article 1. Determined that 5 of the 6 events we reviewed did follow the guidelines.
* Decided to remind board members that it is appropriate to vote against any phone vote issue if they are not in agreement that the item is time sensitive and cannot wait for the next meeting or committee process. We will inquire of the board if the process should be amended to require the formal approval of the OIC of the committee being circumvented before a phone vote is allowed.

Discussed challenge of timely submission and approval process of Meeting Minutes

* Approval is supposed to come from Committee. Section C 3&4. Section 4 appears to be obsolete.
* Determined it would be a good practice for committee chairs to appoint a Secretary specifically to take minutes. This item will be revisited at a future meeting.

Decided to ask the board if we should consider and inflation adjustment for the $750 and $1,500 levels for our three bid, and board vote process.

Discussed creating Crisis, Communication Response & Action Plan to outline procedures and policies regulating dissemination of information to board, to the members.

* We determined that we want to gather the action plans existing businesses for comparison. Search CAI for any sort of action plan and any existing plans here. Will be revisited at a future meeting.

Discussed NJ CIOA: Common Interest Ownership Act NJ (23851 Assembly) (Senate a2425)

* Murphy vetoed it in June - it is in revision.
* Read recent comments from our attorney on their review of the bill and its implications for WML.
* For a copy of the bill see: http://www.lawrev.state.nj.us/ucioa/dtrpt9-99.pdf
* Determined that we should each start searching for articles and following the progress of this bill.

Discussed letter regarding transient renters

* L&B was tasked with creating text to add to dues statement, or a letter to be included with dues statement.
* L&B began to work on this, but a letter was created and distributed in 2020 dues statements without L&B’s input or approval

Meeting adjourned 9:50pm

Minutes written by Robert Torcivia(Chair)

Minutes approved by Kristen Neu (OIC)