



OLSBA BOG September 9, 2026 Draft Meeting Minutes

Discussed Topics

1. Quorum Verified and Meeting called to order by President John Cunningham at 7:08pm

- **Details**
 - All officers present
 - BOG Members: Mary Kate Reynolds, Jerry Vande Werken, Jack Thomas, Jay Moynihan (Bob Palazzo and Tim Larson not in attendance)

2. Adoption of the Meeting Agenda (Board Meeting)

A motion was made and voted upon to adopt the evening's board meeting agenda.

- **Details**
 - Jerry: Made the motion to adopt the agenda.
 - MK Reynolds: Seconded the motion.
 - Jay: Voted no; a roll call vote was conducted.
- **Conclusion**
 - Agenda adopted by a vote of 3 to 1 (Jack, Jerry, and Mary Kate in favor; Jay opposed; Tim and Bob absent).

3. Fall Meeting Agenda and Logistics

The board reviewed and adopted the agenda for the upcoming Fall Meeting, to be held Saturday at Old Lyme Middle School at 10 a.m.

- **Details**

- John Cunningham: Outlined the agenda — Pledge of Allegiance, Call to Order, President's Report, Operations Report, WPCA Report, Treasurer's Report, Questions and Public Comments, Announcements, and Motion to Adjourn.
- Jay: Raised the point that spring meeting minutes should be formally approved at the fall meeting, as per standard practice.
- Paul: Confirmed that voting cards (orange and green) should be distributed in case a floor vote is called.
- Robert: Noted the revised budget had been distributed via MailChimp after the summer meeting and no member feedback was received; the focus of the financial presentation will be the fiscal year 2026 closeout.
- Jerry: Suggested a brief recap of the revised budget for members; Robert indicated it was likely unnecessary given no member inquiries.
- John: Confirmed approval of meeting minutes was added to the agenda after Call to Order.
- Robert: Offered to share last year's slide deck as a template.
- Jay: Confirmed he would not need slides and would present verbally.
- Paul: Noted the 2027 beach cleaning contract should not be presented to the membership for a vote, as it is a Board of Governors decision; flagged a response deadline to Anthony of November 1st.
- John: Confirmed the item was already on the next board meeting agenda and was a cut-and-paste error in the fall meeting agenda.
- Paul: Discussed the Zoom/virtual option for the fall meeting; noted a prior attempt during a spring meeting failed due to poor signal in the auditorium.
- John: Suggested keeping presentations to approximately 3–4 slides per section (operations, treasury, WPCA), totaling around 12 slides.
- **Jay makes motion to adopt the Fall Meeting Agenda**
- **Jerry seconds the motion, unanimous approval**

- **Conclusion**

- **Fall Meeting agenda adopted unanimously.**
- Approval of spring meeting minutes added to the agenda.
- Meeting will be in-person only; no Zoom option due to poor auditorium signal.
- Voting cards will be distributed as a precaution.

4. Meeting Schedule Proposal

John Cunningham proposed changing the regular board meeting day from Wednesday to the third Tuesday of each month and adding weekly Wednesday morning construction briefings.

- **Details**

- John: Proposed third Tuesday of each month at 7 p.m. for regular board meetings, citing Wednesday conflicts for Tim and Bob.
- Jay: Suggested keeping the WPCA on the second Tuesday for now and revisiting if needed, to maintain a useful gap between WPCA and Board of Governors meetings.
- John: Proposed weekly Wednesday 11 a.m. briefings (15–30 minutes) following Tuesday construction meetings with Fuss and O'Neill and Baltazar, to keep all board members and the association informed.
- Jay: Noted construction meetings are expected to be 15–20 minutes; also flagged that Shared Project 2 construction meeting invitations had been issued on a bi-monthly Wednesday schedule.
- Jerry: Confirmed Shared Project update meetings are scheduled for the 2nd and 4th Wednesday of each month at 11 a.m., starting September 16th and September 30th — conflicting with the proposed weekly 11 a.m. briefings.
- Jack T: Highlighted the importance of including stormwater drainage updates, noting construction will begin downstream on Sea Spray.
- Jay: Suggested an alternative approach — informal weekly update memos or open briefings rather than formal board meetings, to avoid quorum issues.
- John: Preferred a brief, regular, formal meeting with full attendance to maintain engagement and outward visibility to the membership.
- Jerry: Requested a fixed, predictable day and time to avoid scheduling conflicts
- Jerry: Suggested noon instead of 11 a.m. to avoid conflicts with the shared project meetings.
- John Cunningham: Agreed to take the time slot discussion offline to resolve conflicts.
- **Motion to Adopt FY 2026/2027 Monthly Meeting Schedule made by Jay**
- **Seconded by MK, unanimously approved**

- **Conclusion**

- New board meeting schedule adopted: third Tuesday of each month at 7 p.m.
- First weekly Wednesday construction briefing tentatively set for September 23rd at 11 a.m., confirmation to follow

FY2026/2026 OLSBA BOG Monthly Meeting Schedule

Day of the Week	Date	Time
Tuesday	September 15, 2026	7:00 PM
Tuesday	October 20, 2026	7:00 PM
Tuesday	November 17, 2026	7:00 PM
Tuesday	December 15, 2026	7:00 PM
Tuesday	January 19, 2027	7:00 PM
Tuesday	February 16, 2027	7:00 PM
Tuesday	March 16, 2027	7:00 PM
Tuesday	April 20, 2027	7:00 PM
Tuesday	May 18, 2027	7:00 PM
Tuesday	June 15, 2027	7:00 PM

5. Community Directory

MK Reynolds provided a brief update on the community directory print status.

- **Details**
 - MK Reynolds: Confirmed the directory was sent to print in New Britain; expected to be ready by Friday; Hope to distribute at the Fall Meeting

Adjournment: Motion made by Jay at 7:35, seconded by MK; unanimously approved