

RCNA Board Of Directors

We want to mention here at the beginning that everyone on the RCNA Board is a volunteer. No-one is being paid or reimbursed in any way. We all have full time lives outside of our RCNA board duties - whether that life takes the form of a spouse, a partner, a job, a business, kids, pets, houses to maintain, vehicles to maintain, family & friends to socialize with, responsibilities to other organizations - or all of the above! We are all volunteers sacrificing other things in our lives to serve on the RCNA board and to serve the Rattan Creek neighborhood and most of all, to serve you and your interests in the best way we can.

Since all the board members have full-time lives outside of our RCNA obligations, we do the best we can, yet sometimes we do make mistakes. We are human and we gladly admit it. Just please, before you get too critical of us, **please come to a board meeting** and see firsthand how hard we are working for you. We need all of you not only to criticize, which is fine and welcome and a necessary part of the process of improvement, but also to **actively participate!**

Also keep in mind, the RCNA has no rule-making or enforcement authority whatsoever. So if you have a problem with a neighbor due to parking, or pets, or noises, or improper lot usage, the best thing to do is to either call the Williamson County Sheriff's non-emergency dispatch number at 512.864.8301, or to attend the next MUD Meeting and present your case there. All we can do at the RCNA is to advocate for our neighbors and our neighborhood to the MUD, and through the MUD to law enforcement.

And remember, the RCNA is a Neighborhood Association. We are not a Home Owners Association. An HOA has mandatory annual, or quarterly, or even monthly dues, that can in some cases run up to thousands of dollars per year, per household. And an HOA has a staff dedicated to the neighborhood, a staff which enforces the various neighborhood rules. We in Rattan Creek do NOT have mandatory HOA dues. The RCNA is not an HOA, and there is no HOA in Rattan Creek. And we do not any kind of staff driving around and taking pictures of grass that is 1 inch higher than allowed. **Follow this link to read further about neighborhood associations on wikipedia.**

So what exactly is the RCNA, and what is it that we actually do? We are a group of volunteers that care about our neighborhood and want to foster goodwill throughout the community, and keep and expand open dialogue between neighbors, with the vision of maintaining Rattan Creek's reputation as one of the best neighborhoods in Austin. We do that by advocating for you at the MUD meetings, and by organizing various neighborhood events to bring our neighbors together to get to know each other and foster that community feeling. And to accomplish all this, we need your help!

So come on out to an **RCNA Board Meeting** and share your ideas with us - and maybe even join the board in some capacity - or maybe just volunteer for an event you are particularly drawn to! There are simply not enough board members right now to do everything we want to do in the way we want to do it, so we simply do the best we can. We wish we could pursue every good idea everyone has, but we simply don't have the time or resources. We need your help in whatever capacity you can give it! So **come visit us** and share your thoughts and ideas - and get involved!

According to **the current RCNA By-Laws**, the RCNA Board is composed of the following officers.

- President - Will Washington
- Vice President - Brian Kerman
- Secretary - **Shannon & Matt Glover**
- Treasurer - **Jason Wynne**

Also, several committees are provided for in those same **RCNA By-Laws**. Unfortunately, most of these committees don't exist due simply to a lack of board members. Each committee, per the by-laws, should have a chairperson along with at least 2 committee members. So if you see a committee you are interested in, start attending our **monthly RCNA board meetings** and we will be more than happy to get you up to speed and let you run with whatever crazy idea you have for the neighborhood!

- Membership - **April Bliss**
- Architectural Control - Brian Kerman, Dan Self, Nicholas Anderson
- Social Events - Everyone! Can always use more able bodies!!
- Newsletter - **OPEN**
- Publicity & Special Projects - Will Washington (Webmaster / Email-er)

- Streets & Utilities - **OPEN**
- Greenbelt - **OPEN**
- Safety, Security & Health - **OPEN**
- School Activities - **OPEN**
- Pool - **OPEN**

So come on out and visit us! Need help finding the location for the **monthly RCNA board meetings**? Well, fortunately for you, here are **very clear and precise directions to the monthly RCNA board meeting meeting location**.

And for those of you that are truly curious - we've provided details of the various officer and committee member responsibilities below. Additional position information will be added over time.

Also, the various officer responsibility descriptions below are not taken directly from the **RCNA By-Laws**, which for the record start on page 3, in article 4 and item 6, and you are free to read, but instead are real world normal descriptions that people without 3 years of law school can read and understand.

Various Responsibilities - Click To View

All Board Members

President

- Overall management and vision of the organization
- Point person for neighborhood communication
- Attend MUD meetings
- Write "President's Notes" in each issue of the newsletter
- Recruit new board members and volunteers as needed
- Help manage and be present at as many events as possible

Vice President

- Attend Board meetings
- Assist in the execution of all of the president's duties

Secretary

- Attend Board meetings
- Keep minutes of each meeting
- Handle outside advertising for the various events (facebook/nextdoor/community impact/do512/craigslist/austin american statesman/chronicle)
- Be present at as many events as possible, helping out as needed

Treasurer

- Attend Board meetings
- Check PO Box weekly
- Work with membership coordinator to properly record memberships
- Make bank deposit runs as needed
- Manage payment portals, such as PayPal and Square
- Bookkeeping and balancing of bank account
- File annual tax returns
- Be present at as many events as possible, helping out as needed
- Handle distribution of money for scholarship winners
- Create payment links to be distributed via newsletter, website, email, facebook, etc

Assistant Secretary/Treasurer

- Attend Board meetings
- Assist the treasurer and secretary in execution of all of his/her duties
- Be present at as many events as possible, helping out as needed

Membership Coordinator

- Work with the Treasurer to collect and input membership forms
- Maintain membership list
- Develop and execute 1 or 2 "membership drive" events in the spring to drive memberships further
- Work the RCNA membership table during the larger events
- Attend all board meetings in the spring

ACC Committee Member

- Review incoming ACC (Architectural Control Committee) forms for compliance with the resident's particular deed restriction
- Contact the resident with the ACC's request for more information, or approval or rejection decision

Newsletter Publisher

- Assemble the layout of the bi-monthly newsletter
- Work with the Newsletter Ad Manager to include the correct ads each month
- Coordinate the printing and delivery of the newsletter
- Actively seek out ideas for new content
- Attend board meetings when possible to ensure upcoming event info is known

Newsletter Ad Manager

- Handle all communications with advertisers
- Maintain a system to track ads (# of issues, payments, etc.)
- Work with Newsletter Publisher to ensure the right ads are in the right issues

Website Manager

- Update the RCNA website with event information
- Ensure the last 6-8 issues of the newsletter are posted on the website
- Post board meeting minutes on the website
- Pay extra attention at board meetings to make sure future events are identified and publicized
- Manage hosting arrangement
- Keep the website content up to date with the upcoming events and past event write-ups
- Continue to add to the general value of the website by posting additional information
- All other general site maintenance
- Attend MUD meetings & Board meetings to get latest news for website

Email Manager

- Send out emails on a regular basis
- Work with the membership coordinator to manage the email list
- Work with treasurer to create and include links and graphics for event RSVP
- Attend MUD meetings & Board meetings to get latest event information for emails