HOA Board

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| Minutes | May 12, 2017 | 6:30 PM | Lot 25 |

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| Meeting called by | Shawneeen at 7:24 | | |
| Type of meeting | Board Meeting | | |
| Facilitator | Shawneen | | |
| Note taker | Marla Earle | | |
| Attendees | Name | Lot | Role |
|  | Shawneen Falck | 25 | President |
|  | Ted Foley | 52 | Vice President |
|  | Vacant |  | Treasurer |
|  | Marla Earle | 95 | Secretary |
|  | Vacant |  | Member at Large |

## Agenda topics

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| 10 Mins | New Business | Shanween |

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| Discussion | President Resignation | | |
| * Shawneen has verbally resigned her position as the Limerick Park HOA Board Of Directors – Office held was President | | | |
| * A motion was made to have Matt Falck fill the Board of Directors vacancy | | | |
| * Filling open President Position | | | |
| Conclusions | The remaining Board Members second. Motion was accepted. Board of Director & Position of President was accepted by Matt | | |
| Action items | | Person responsible | Deadline |
| Shawneen to send the Board a written resignation | | Shawneen | 05/19/2017 |
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| 5 mins | Budget | Matt |

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| Discussion | Ratifying the 2017 Budget | | |
| * Need to evaluate the “Welcoming Committee” Budget by asking for a meeting with the Jennifer to gather the estimate events and associated budgets required for those event for the rest of the year | | | |
| * Budget needs to be finalized by 5/19/2017 so the budget information can be send out with the Annual member meeting notice | | | |
| CONcliusion | Board will Meeting with Welcoming Committee before budget will be finalized | | |
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| Action items | | Person responsible | Deadline |
| Ted to contact Jennifer to set up a meeting asking for budget estimations | | Ted | 5/15/2017 |
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| 5 mins | Compliance Process | Ted |

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| Discussion | When will the compliance start? | | |
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| Conclusions | Starting roughly next week the management company will start monitoring for compliance | | |
| Action items | | Person responsible | Deadline |
| None | |  |  |
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| 10 mins | Design REview Board Process | Marla |

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| Discussion | How will the intake request be managed? | | |
| * Reroute intake submittals to be sent to Cassie from Management Company for archiving | | | |
| Conclusions | Reset submit button to point to Cassie’s email | | |
| Action items | | Person responsible | Deadline |
| Send intake request form to Cassie | | Marla | 05/17/2017 |
| Reset submit button to point to Cassie’s email | | Marla | 05/17/2017 |

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| 15 mins | annual Meeting | matt |

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| Discussion | Cassie will finalize the meeting information to be mailed out to the community members | | |
| Board to review notices prior to be sent out to home owners | | | |
| Meeting set for June 10th | | | |
| Conclusions | Cassie to send the notices over for review | | |
| Action items | | Person responsible | Deadline |
| Review and return feedback to Cassie with 24 hours | | ALL of the BOARD |  |

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| 15 mins | Open Floor topics | Shawneen |

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| Discussion | Board meeting cadence – should it be monthly or bi-monthly | | |
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| Conclusions | Board meeting to be held Monthly. | | |
| Action items | | Person responsible | Deadline |
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| Items voted on | New Board Member | Vote: 2/0 |
|  | New Member to hold the President position | Vote: 2/0 |
|  | Board meetings to be held Monthly on the last Thurs of the month. | Vote: 3/0 |
| Meeting Closed | Time 9:24 PM | |