HOA Board

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| Minutes | June 9, 2017 | 6:00 PM | Lot 25 |

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| Meeting called by | Matt at 6:05 | | |
| Type of meeting | Board Meeting | | |
| Facilitator | Matt | | |
| Note taker | Marla Earle | | |
| Attendees | Name | Lot | Role |
|  | Matt Falck | 25 | President |
|  | Ted Foley | 52 | Vice President |
|  | Vacant |  | Treasurer |
|  | Marla Earle | 95 | Secretary |
|  | Vacant |  | Member at Large |

## Agenda topics

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| 5 MINS | Old Business | Matt |

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| Discussion | Reminder to have Shawneen send a formal notice to the board of her resignation. | | |
| Closing of the bank account by 8/1  Closing of the post office box by 8/1 | | | |
| Conclusions | Vote on the closing items (see voting recap) | | |
| Action items | | Person responsible | Deadline |
| Follow up and report in the Aug meeting | | Ted | 8/20 |
| Shawneen to send resignation letter to board | | Shawneen | 8/14 |
| Forward Resignation letters to Management Company | | Marla | 8/14 |

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| 5 mins | Budget | Matt |

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| Discussion | 1. Welcoming Committee/Community Outreach 2) Ratifying the 2017 Budget 3) Bid for Tree Removal | | |
| 1. Approval was provided in due process with Bylaw 3.16 (Action Without a Formal Meeting) <Is in mail, happy to share thread on request> | | | |
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| CONcliusion | Board voted, See voting recap | | |
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| Action items | | Person responsible | Deadline |
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| 15 mins | Web site | Marla |

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| Discussion | What should we add there? | | |
| 1. Lawn of the Month Info – how does it work, who is eligible 2. BBQ in July—when and what’s the 411 (I can ask Jennifer for the info, or is the HOA hosting this?) 3. Gate updates 4. Copy of Cassie’s Letter + Budget, etc 5. HO Meeting info 6. Open Positions and a little bit about why and how this works | | | |
| Conclusions | Discussed.. Mala to reach out to Jennifer with the draft of what needs to be on the website for the Lawn of the Month | | |
| Action items | | Person responsible | Deadline |
| Add updates to the Website | | Marla | June 14th |
| Follow up on the current status of the Gate | | Matt | June 13th |

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| 15 mins | New Business | Matt |

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| Discussion | 1. Cassie met with Shawneen today in person. Funds from original account were handed over to the management company. 2. Matt and Ted Spoke to the contracted Landscaping company on the lack of property up keep.    1. Company has agreed to do better including spread weed and feed this week and next    2. Validate Ditch line 3. Cassie to send over the communication on the Voting process and clarification 4. Community discussion on the a “Landscaping work Committee” proposals are due at the July board meeting | | |
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| Conclusions |  | | |
| Action items | | Person responsible | Deadline |
| Post on FB and Website the Communications Cassie sends over (a few times) | | Marla | As soon as received |
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| Items voted on | Budget Ratification | Vote: 3/3 |
|  | Welcoming Committee/Community Outreach Budget | Vote: 3 /3 |
|  | Bid for Tree Removal in Wet land | Vote: 3 /3 |
|  | Closing the Post office box by Aug 1, 2017 | Vote: 3/3 |
|  | Closing the Bank account by Aug 1, 2017 | Vote: 3/3 |
| Meeting Closed | Time 7:05 PM | |