

**PRELIMINARY MINUTES**  
**SUBJECT TO NEXT BOARD MEETING APPROVAL**

**BOARD OF DIRECTORS MEETING**  
**September 16, 2021**

- I. CALL TO ORDER 7:02 P.M.**
- II. APPOINTMENT OF NEW BOARD MEMBER**  
Motion made to nominate Ty Pippin to fill the empty board position  
Moved by – Fred McCarthy  
Seconded by – Rebecca MacLean  
Unanimous vote to approve Ty Pippin to fill the empty board position
- III. ELECTION OF BOARD OFFICERS**  
Nomination for Ty Pippin to fill the position of President  
Moved by Fred McCarthy  
Seconded by Patricia Ross  
Unanimous vote in favor of Ty Pippin as our President  
Nomination for Patricia Ross to fill position of Vice President  
Moved by Susan Caudill  
Seconded by Rebecca MacLean  
Unanimous vote in favor of Patricia Ross as our Vice President  
Nomination for Rebecca MacLean as secretary  
Moved by Patricia Ross  
Seconded by Susan Caudill  
Unanimous vote in favor of Rebecca MacLean as Secretary  
Nomination for Susan Caudill as Treasurer  
Moved by Patricia Ross  
Seconded by Rebecca MacLean  
Unanimous vote in favor of Susan Caudill as Treasurer  
Nomination for Fred McCarthy as Member at Large  
Moved by Patricia Ross  
Seconded by Susan Caudill  
Unanimous vote in favor of Fred McCarthy as Member at Large
- III. APPROVAL OF PRIOR MINUTES AS PRESENTED –**  
Rebecca Moved to accept minutes as presented from last meeting.  
Patricia seconded  
Unanimous vote to approve minutes of the last meeting as presented
- IV. FINANCIAL REPORT given by Laura Williams**
- Balance Sheet
  - Profit & Loss Budget vs. Actual
  - Income/Expense Summary (YTD)

**V. HOMEOWNER COMMUNICATION (3 Minutes Each)**

- Joe Derdul read a statement

**VI. MANAGER'S REPORT given by Laura Williams**

**VII. OLD BUSINESS**

- Reserve Liaison Replacement – it was moved by Rebecca MacLean that the Treasurer be the liaison to the Financial Advisor and seconded by Patricia Ross. Unanimous vote in favor.
- Reserve Account Policy – tabled until next meeting
- Water Usage – Fred McCarthy will be looking into the issue of water usage and will report at the next meeting.

**VIII. NEW BUSINESS**

- Collections Policy – Moved by Fred McCarthy and seconded by Patricia Ross that we approve the new collections policy as presented effective 9/16/2021
- Policy for Disclosure and Copying of Records – moved by Fred McCarthy and seconded by Susan Caudill that we approve the new policy for Disclosure and Copying of Records. Unanimous in favor.
- Updated Rules and Regulations – Rebecca MacLean moved, and Fred McCarthy seconded that we accept all changes to the rules and regulations as presented. Unanimous vote in favor.
- Office Lease Renewal – Fred McCarthy moved, and Patricia Ross seconded that we approve the Renewal for the Office Lease. Unanimous vote in favor.
- Moved by Patricia Ross and seconded by Susan Caudill to accept the Perfect Square proposal to update the Town and Country Website. Unanimously approved.
- Town of Parker Sidewalk Project – in discussion

**IX. SUGGESTIONS FOR FUTURE BUSINESS**

**X. SET NEXT MEETING DATE, TIME, AND PLACE:**

The next open Board meeting will be October 28, at 6PM. Open Session starts at 7pm.

*Due to the Corona Virus Concerns and the safety of everyone, the monthly meetings are currently being held via Zoom video conferencing*

**XI. ADJOURNMENT – 9:07pm**