

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

**BOARD OF DIRECTORS MEETING**

**November 18, 2021**

**Place:** ZOOM VIDEO CONFERENCE  
**Attendees:** President – Ty Pippin – Present  
V. President – Patricia Ross – Present  
Treasurer – Susan Caudill – Present  
Secretary – Rebecca MacLean – Present  
Member At Large – Fred McCarthy – Present  
Community Manager – Laura Williams – Present

**I. CALL TO ORDER 6:08 P.M.**

**II. APPROVAL OF PRIOR MINUTES AS PRESENTED –**

Susan Moved to accept minutes as presented from last meeting.

Fred McCarthy seconded.

Unanimous vote to approve minutes of the last meeting as presented.

**III. FINANCIAL REPORT given by Susan Caudill**

- Balance Sheet
- Profit & Loss Budget vs. Actual
- Income/Expense Summary (YTD)

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

- Virginia Smerlinski: ARC submission regarding address numbers' location and blocking off driveway
  - After discussion, it was moved by Rebecca that the address numbers be allowed centered on the trim above the garage utilizing numbers similar in look to the current numbers. Susan seconded, and it was approved by unanimous vote.
  - After discussion, it was moved by Rebecca that we table the discussion of blocking off the western driveway with sign or chain. Patricia seconded and it was unanimous to table the discussion.
- Carey Alvarez Bacha: there is no parking for those checking their mail at the mail kiosk at Bayfield way. It was suggested that we use a visitor spot and reassign it to "Mail Parking". Patricia agreed to look into it.

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

**VI. OLD BUSINESS**

- Reserve Account policy draft presented by Susan Caudill  
After a discussion it was decided that we would set up a meeting with the Financial Advisor meeting to determine 'how' we invest i.e., aggressive, moderate, or conservative.
- Website  
Rebecca moved and Patricia seconded that Perfect Square's update to the HOA website go live. It was unanimous in favor.

- Mini Libraries

After discussion it was moved by Rebecca that we approve the placement of mini libraries on a case-by-case basis only through ARC submission with the provisions as follows:

- the libraries are non-permanent structures
- the libraries are placed in the front of the home by the porch
- the contents are family friendly
- the homeowner is solely responsible for upkeep, maintenance, and management of the library and the area impacted by traffic to and from the library.
- The Association reserves the right to remove the library at any time for any reason.
- homeowners hold the association harmless for any damage or injury resulting from the library.
- The approval is temporary (in this case, 1 year through December 2022)

It was seconded by Susan Caudill and approved unanimously.

- Mainstreet Sidewalk

After a discussion, we are tabling any discussion until the Town of Parker takes action on Eminent Domain proceedings.

- Tree Trim Bids for the spring will be reviewed and decided on at the next meeting

**VII. NEW BUSINESS**

- Holiday Light judging is set for Friday December 17 at 6pm. Prizes will be given for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and honorable mentions for both Town and Country series homes.
- Holiday appreciation meal for employees and contractors will be at Los Dos Portillo's Wednesday December 15 at 12:00pm
- Garden window ARC submission  
After discussion, it was moved by Fred and seconded by Susan that we disapprove the request to install a garden window. It was voted unanimously.
- It was moved by Rebecca and Seconded by Patricia that we allow management to pay monthly fixed expenses via autopay. Vote was unanimous.
- Speedbumps- tabled until spring.

**VIII. SUGGESTIONS FOR FUTURE BUSINESS**

- Contingency plans for management
- Floor plans and HOA dues
- Cameras on property

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

The next open Board meeting will be December 16, at 6PM.

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

**X. ADJOURNMENT – 8:59pm**