

PRELIMINARY MINUTES
SUBJECT TO NEXT BOARD MEETING APPROVAL

BOARD OF DIRECTORS MEETING

December 16, 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 6:03 P.M.

II. APPROVAL OF PRIOR MINUTES AS PRESENTED –

Susan Moved to accept minutes as presented from last meeting.

Patricia seconded.

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

III. FINANCIAL REPORT given by Susan Caudill

- Meeting with our Financial planner was very informative and successful.
- Balance Sheet
- Profit & Loss Budget vs. Actual
- Income/Expense Summary (YTD)

IV. HOMEOWNER COMMUNICATION (3 Minutes Each)

- VW resident brought up the issue of getting a warning letter about her electric smoker.
- SL owner brought up the issue of trees being removed without notice.

V. MANAGER'S REPORT given by Laura Williams

- It was moved by Fred and seconded by Rebecca that we approve the project list as presented.
Unanimous vote to approve.

VI. OLD BUSINESS

- Virginia Smerlinski – ARC submission regarding blocking off driveway.
 - After discussion, it was moved by Susan Caudill and seconded by Rebecca MacLean that we approve blocking off the western driveway with a small sign & chain connected to the fence posts by a small eye hook during the winter months only. Unanimous vote to approve.
- Website –additional comments regarding the improvement of the website will be presented to the website developer.
- Mainstreet sidewalk – it was discussed that any damage caused by the preliminary work by the Town should be repaired by the Town.
- Tree Trim bids – It was moved by Fred and seconded by Patricia that we accept the tree trim bid for the spring. Vote was unanimous.
- Holiday Light judging is set for Friday December 17 at 6pm.

- Prizes will be given for 1st, 2nd, 3rd, and honorable mentions for both Town and Country series homes. It was decided to make up thank you cards for people decorating.

VII. NEW BUSINESS

- Mail kiosk at Bayfield way. Patricia discussed with the fire department, and it was determined that when the parking lot curbs are painted, we will make a parking spot designed for residents to check their mail.
- It was agreed that we can open meetings to those owners who choose to participate in person.

VIII. SUGGESTIONS FOR FUTURE BUSINESS

- Contingency plans for management
- Homeowner communication – videos on website?

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

The next open Board meeting will be January 20, at 6PM.

Due to the Corona Virus Concerns and the safety of everyone, the monthly meetings are currently being held via Zoom video conferencing but are now open to those who wish to attend in person. If you wish to attend, please let us know. The meeting will be at Parker Station 2nd floor conference room and space is limited.

X. ADJOURNMENT – 8:20pm