

Boxwood Property Owners Association

Board of Directors Meeting

June 18, 2019

Minutes

Call to Order: The meeting was called to order at approximately 6:38 pm at 515 Lady Slipper Lane by David Corry. Present were: directors David Corry, Suzanne Corry, Colene Mosley and Andrea Singy; staff Jennipher Lucado and Jenny Woollett of Brownstone Properties; and guests Hannah Bilodeau and Amanda Council, members/homeowners. Absent was: director Aaron Traphagen.

Minutes: Motion to approve minutes for April 1, 2019 meeting made by Andrea, seconded by Colene, unanimously approved.

Member Comments: David called for any comments from resident members. No comments were reported by members/homeowners nor by board members.

Staff and Financial Report (Jennipher): Jennipher introduced new staff member with Brownstone, Jenny Woollett. Jennipher reported that Boxwood has \$1504.00 in unpaid dues. Emails and late notices via US mail have been sent to homeowners. Jennipher will send liens to two homeowners with arrears greater than 90 days. Jennipher explained the process for addressing unpaid dues. After 30 days a notice of arrears is sent. After 60 days a second notice of arrears is sent. After 90 days a notice of lien is sent which results in the initiation of court proceedings. Follow up on Brownstone action items: Pool lettering has not been completed. Jennipher will follow up with the painter. The painter has not been paid to date. Jennipher forwarded an email from Margaret Schmidt to Suzanne which contained secretary related information. Jennipher will also send Suzanne financial reports separately since her name could not be included in the group email sent to other board members.

President's Report (David): David briefed the board on how he plans to run meetings and his leadership style as President. He went over all the issues raised at the annual meeting by members to see what action the board needed to take, if any. These are the results: Jennipher will send information to the board regarding Airbnb restrictions. David will add the issue of Airbnb to the agenda for our next board meeting. It has been established that the board will allow teenagers to participate on committees. Colene agreed to reach out to Kyna Thomas to retrieve the keys to the pool bulletin board and the bulletin board by the driveway. The drain issue on Marguerite has been addressed. The board agreed that common sense should be used when determining which trees need to be felled or trimmed in the neighborhood to enforce the restriction regarding dead tree removal. Jennipher will send a letter to the homeowner who has a boat sitting in their driveway reminding them of the restrictions.

Common Area Committee Report (David): The basketball hoop donated by the Morris family is in place at the pool and being used by homeowners. Suzanne will send a thank you note to the Morris family. Colene and her family headed up the street clean-up project. Consideration of replacement of boxwood plants in the entry island will remain on the agenda for the committee. David has requested that an estimate be obtained from the tree company, as to the cost of

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removing trees that are dead in the pool area and for creating sun channel. Jennipher will send David a list of tree companies.

Pool Committee Report (Hannah): Hannah will ask Marcus if the light bulb in the pool has been replaced. Hannah will call for repair if the pool gate continues to malfunction. Hannah and Amanda will bring a cost proposal to the next board meeting regarding an extended period of time for the pool to remain open in September. The reminders to close umbrellas have proved helpful. If possible, Hannah will bring a quote to next meeting for replacing signage at the pool. Two teens quit their jobs at the pool and a replacement has been found. No current cleanliness issues. Park & Pool has been communicating with Hannah regarding the purchase of future pool furniture. Pool closure procedures for the water fountain and future shelving space in the pool room were not addressed at this time and will be carried forward on the next agenda.

Events and Social Committee Report (Andrea): Andrea plans to send out the next newsletter on August 1. Amanda will head up the summer pool party event and provide Andrea information to include in the next newsletter. It was also suggested that a note about trees and boats be included in the newsletter as well as mention of a possible mailbox replacement campaign. The ice cream social was a success, headed by Amanda. Hannah and Kim Neczyporuk have volunteered to serve on the Welcome Team Subcommittee. Colene presented to the board 2 examples of signage, but she was disappointed with 'Signs By Tomorrow's limited options. The frame alone, for the L shape sign is estimated at \$300.00. David suggested using a sandwich board sign. Colene will get an estimate for the cost of using a sandwich board sign.

I/T Committee Report (Jennipher): Jennipher reported on behalf of Aaron, that all security cameras are in place and operational at the pool.

New Business: There was discussion of how to handle promoting mailbox replacement and repair. It was agreed that it will be mentioned in an upcoming newsletter and followed up with a SurveyMonkey to determine interest in getting group pricing.

Adjourn: Motion to adjourn made at 8:27 pm by Suzanne, seconded by Andrea, unanimously approved.

Submitted by

Suzanne Corry
Secretary

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Complete 2019-2020 Tentative Meeting Schedule

Monday, April 1, 2019	Board of Directors Meeting
Monday, June 18, 2019	Board of Directors Meeting
Monday, August 5, 2019	Board of Directors Meeting
Monday, October 7, 2019	Board of Directors Meeting
Monday, December 2, 2019 (on hold)	Board of Directors Meeting
Monday, January 6, 2020	Board of Directors Meeting
Friday, March 6, 2020	Members Annual Meeting
Friday, March 20, 2020 (back-up date)	Members Annual Meeting