

HOA Board of Directors Meeting (Open) Called Meeting Minutes

DATE: May 25, 2021
TIME: 7:00pm
LOCATION: Outside Clubhouse

1. Call to Order
 - a. **Time:** 7:09 pm
 - b. **Attendees:** Clinton Franklin (President), Susan Cluse (1st VP), Juanita Lesmes (2nd VP), Juan Hernandez (Member at Large), Sheila Harrison (Treasurer), Ken Daniels (Secretary), Tom Armstrong (PMG manager)
2. Members Forum
 - a. **Hannah Olsen** (614 Old Country Rd): Someone added a baby swing to the swing set, which is unstable. **Clinton:** I will investigate it. **Hannah:** Does the Board need to approve ACC requests? **Clinton:** The ACC should let the Board be aware of requests. **Tom:** The request should also be submitted to the ACC menu in TownSq so PMG (our management company) can have on it file and issue a document to the homeowner.
 - b. **Don Adair** (622 Old Country Rd): The unit at 1310 Crosspointe is in the process of being sold. There is a large tree behind it (on The Greene commons, hanging over yard) with heavy poison ivy. **Ms. Lesmes:** I will ask Ramon about this.
3. Approval of Minutes
 - a. April 26, 2021: Sheila motioned to **approve minutes**, seconded by Juanita, **approved without objection (4-0)** (Susan was not yet present so did not vote)
4. Reports
 - a. Grounds (**Ms. Lesmes**)
 - i. Nothing to report, other than the excess rain. The new barterer is working out well so far.
 - ii. Pool (**Sheila**): The pool inspection failed due to no chlorine and an excess of another chemical. **Tom:** There was a typo on the manufacturer's drain cover expiration date (2319), but it was installed on May 20, 2020, so we are compliant. No chlorine; excessive cyanuric acid, over 100 ppm. We will add a new product to dilute the acid. An electrician must inspect the electrical outlet; Luis Lesmes will find an electrician for this. A daily water quality check is required by someone who is qualified; I recommend an automatic sensor. Private pools are now treated like commercial pools and may require a defibrillator. **Don:** A defibrillator is not required; we have keyed entry, and members enter at their own risk. **Tom:** I recommend an attorney opinion. The pool will be inspected Thursday or Friday and can be opened after that if we pass.
 - b. Financial Update (**Sheila**)
 - i. **Operating Funds:** PPB: \$73,949.55; \$14,410.69; Total \$88,360.24
 - ii. **Reserve Funds:** PPB: \$45,190.22; Chase: \$2,611.66 (marked for sidewalks); Total: \$47,801.88
 - iii. **Total HOA Funds:** \$136,162.12
 - iv. **Accounts Receivable** (29 delinquent accounts): \$9,228.32, representing a decrease of \$1,171 over prior month (Tom sent 14 delinquency letters last month)

- v. **Delinquency Fee Payable:** \$740.00, representing a decrease of \$80 from prior month
 - vi. **Return Check Fee Payable:** \$30.00
 - vii. **April Income:** Budgeted: \$10,710; Actual: \$14,803; Variance: +\$4,093
 - viii. **April Expenses:** Budgeted: \$14,710; Actual \$9,163; Variance: -\$5,547.
 - ix. **Total Operating Income in Budget:** \$5,640
 - x. **Balance Sheets:** Assets \$153,588 (An increase of \$4,360 over April); Liabilities: \$153,588
- c. Communications/Website (Ken)
 - i. Will post barterer's agreement to www.thegreenehoa.com/meetmin.html
5. Routine Business
- a. Greene Committees
 - i. Welcome: Six new units under contract
 - ii. Greene Beautification: Flowers by monument growing well
 - iii. Architectural Control Committee
 - 1. Crosspointe Fire/Recovery Update (**Don**)
 - a. Updated status/owner spreadsheet of Crosspoint owners: Mr. Govan will stay; units 1404, 1406, 1408, 1414 are being sold to Cincero Investments. Deb Kennedy: demolished unit and concrete. Austins hired a contractor. Michelle Tibbles is restoring from water damage. Unit 1310 is selling, closing June 10. City will follow up with any members who don't have a demolition permit. Don will suggest to Cincero that they erect a construction fence to deter intruders
 - 2. Fence construction policy
 - a. Fences need to be approved by both the City and the ACC, but only if erecting a new fence or significantly altering an existing fence. Both the ACC and the City should approve. Also, changes to roofing and solar panels should be approved. Hannah will write up a summary of fence approval and send to Board.
6. New Business
- a. Storage Shed Door (Clinton)
 - i. They are unusable and need to be replaced. We have two bids but will obtain a third and then vote on it.
 - b. Carriage Way-Crosspointe Fence repair Options (**Don**)
 - i. Posts not heavy duty enough; they sway. Need bigger posts and redo with concrete. Vetach quoted \$1,863; compare with Orion \$1,497. Board will decide.
 - c. Nomination Committee 2021 (**Tom**)
 - i. Sixty (60) days before the annual meeting, a nominating committee must be established. Three Board members are up for reelection or departure: Susan Cluse, Ken Daniels, and Clinton Franklin
7. Announce date and time for June 2021 Greene Board Meeting: **June 22 at 7:00 p.m.**
8. Adjournment: **8:27 p.m.**