

Meeting Minutes Summary

Meeting: HOA Committee/Board Meeting

Date: March 22, 2026 2:30pm

President: Nick Venturella

Vice President: Shae Hitchcock

Secretary: Amanda Medley

1. Call to Order

- Nick called the meeting to order.
- Treasurer update was not available due to the treasurer's health issues.
- Members may request a P&L statement directly by ensuring updated contact information is on file.

2. Financial Update

- The HOA ended the prior year approximately **\$3,000 in the positive** after dues and repairs.
- Financial statements are available upon request.
- Discussion noted that recent new home sales are helping support HOA projects.

3. 2026 Dues Approval

- Motion made and seconded to keep annual dues at **\$350** for the 2026 fiscal year.
- **Vote passed unanimously.**
- Fiscal year noted as **May 1, 2026 through April 30, 2027.**

4. Pool Repairs and Operations

- Pool pumps were failing and needed replacement due to updated code requirements.
- The HOA installed the required pump upgrades.
- A leak was identified, and an estimated additional **\$5,000** in repairs may be needed to access and repair the pipe.
- The repair may be completed before pool season if funds allow; otherwise, it may be delayed until fall.

5. Pool Maintenance Volunteer Sign-Up

- A new volunteer sign-up system will be created for pool-related upkeep.
- Duties may include:
 - Cleaning bathrooms
 - Picking up toys and floaties
 - Monitoring the pool area for trash and debris
 - Checking the playground when assigned to pool duty
 - Rolling trash bins out on collection days
- Members were encouraged to participate.

6. Pool Fobs and Opening

- Pool opening is expected around **mid-to-late May / Memorial Day**.
- Residents were asked to locate their pool fobs ahead of time.
- Replacement fobs cost approximately **\$50 each**.
- HOA will announce dates for fob pickup and testing.
- Dues paid on time will help activate fobs more quickly.
- Residents may pay dues online or by check.

7. Landscaping and Grounds Maintenance

- A new mowing company has been hired for the season.
- The new contractor is expected to provide better service at the same or lower cost.
- The brush hog contractor continues to service the water retention area twice per year.
- Concerns were raised about maintenance behind fences and near apartment boundaries; the HOA noted this area may be the responsibility of adjacent property owners or developers.
- HOA will contact the responsible parties again and may post updates online.

8. Neighbor and Traffic Concerns

- Questions were raised about traffic and access related to the church construction area.
- Jason said he would check with the dirt workers/builder regarding traffic control and access.
- HOA stated that access/exit details already exist for the property, though final configuration may still be subject to change.

9. Rules and Compliance

- Amanda reported no major trash can violations and said residents are generally complying with rules.
- Parking on neighborhood streets remains allowed if not prohibited by city ordinance.
- HOA may assist residents with discussions about parking issues, but city rules take precedence.

10. Architectural / Land Use Questions

- Discussion occurred about land ownership, sidewalks, easements, and responsibility for mowing in certain areas.
- HOA will continue checking with relevant parties and posting updates online.

11. Bylaw Amendment Vote

- The HOA proposed an amendment to Article Three, Section Two to clarify that **only lots in good standing have voting rights**.
- Motion made and seconded.
- **Vote passed unanimously.**

12. Board Member Elections / Vacancies

- Board vacancies were addressed due to:
 - Deb moving out of the neighborhood
 - Jason stepping down
 - Nick stepping down
- Nominations were taken and new board members were approved:
 - **Lot 13**
 - **Lot 92**
 - **Lot 45**
- All appointments were approved unanimously.

13. Committee Volunteer Opportunities

- Residents were invited to volunteer for committees, including:
 - Pool Committee
 - Clubhouse Committee
 - Landscaping Committee
 - Architectural Committee
 - Welcoming Committee
- Committee participation is separate from board membership.

14. Additional Resident Concerns

- Residents asked about:
 - Adding pool furniture
 - Street/traffic safety near new road access
 - Pet containment and leash compliance
- HOA will:
 - Discuss pool furniture at a board meeting
 - Post reminders on the website/Facebook
 - Encourage residents to report city code concerns directly when needed

15. Adjournment

- Meeting concluded after new board members were approved and final questions were discussed.

If you'd like, I can also turn this into a more polished **formal minutes template** with sections like **Attendees, Motions, Votes, Action Items, and Adjournment**.