

# **Minutes of the Meeting of the Board of Directors of Springdale Lake "D" Wednesday, July 9, 2020**

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1. **Call to Order:** 6:35 p.m. via Zoom

2. **Roll Call:**

In attendance for the Board:

Scott Sharp:	President via Zoom
Glenn Payne	Vice President via Zoom
Kim Charlton:	Secretary via Zoom
Lynn Joyce:	Treasurer via Zoom

Guest: Matt Jelinek-Metropolitan Property Management

3. **Motion to waive reading of the Minutes.**

Motion made by Kim Charlton to waive reading of Minutes of last meeting. Seconded by Lynn Joyce. All in favor.

4. **Open Forum/Resident Concerns:**

A resident in attendance questioned whether residents would need new parking decals (advised no) and if the monthly maintenance would increase due to new property management (advised no).

5. **Board Discussion of contract for parking patrol.**

The President led an open discussion regarding the number of times the current parking patrol visited the property and the current issues with parking (Lack of parking for residents, violations of parking rules by resident and guests). The President will call to determine if we are able to obtain earlier patrols of the property and the cost to increase the amount of patrols per week/month.

6. **Board transition discussion with incoming property manager.**

a. **Procedure for handling association monthly payables.** Invoices and checks will be delivered to the Treasurer for review and payment.

b. **Procedure for reviewing association documents.** Documents would continue to be emailed to the Board Members for review and comment.

c. **Scope of landscaping project.** Once the contract with Metropolitan Property Management is in effect, the property manager will walk the property with the board to determine the actual scope of the landscaping. All in agreement that new landscaping must be cohesive throughout the community and a future

discussion will take place regarding the removal and replacement of trees located in the medians causing damage to the parking lot based on the requirements of the governing municipality.

d. **Online payment setup.** The property manager advised that online payments were available through its website with of a one-time set up fee of \$299.00. The Board discussed charging a convenience fee for payments made online only until such time as the set-up fee is recovered by the Association. Motion and vote approving the online payment setup and convenience fee scheduled for future meeting on July 13, 2020.

e. **Banking procedures.** The new property manager and the Board will contact Valley National Bank to advise of the change in management and obtain whatever documents necessary for execution by the Board so that the new property manager will commence receiving all necessary banking information as of August 1, 2020.

f. **Other relevant topics.** It was determined that moving forward the Association and the Management Company would work toward obtaining a current tenant list and hard copies of all leases currently in effect.

**7. Motion to Adjourn.**

Motion to Adjourn made by Kim Charlton, seconded by Lynn Joyce. All in favor. Meeting adjourned at 7:46 p.m.

  
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Kim Charlton, Secretary

Dated: 7/10/20