

# MINUTES OF HOA BOARD MEETING

## Gardens at Rose Reserve

September 30, 2020

Start Time: 6:15 p.m.

Board Quorum? Yes.

President	David Cox	Present
Vice President	Dan Poff	Present
Secretary	Catherine Jones Payne	Present
Treasurer	Karen Miller-Kovach	Present
Member	John Bott	Present

I. **Background.** Discussions of board responsibilities, communication, ongoing contracting, and other background information necessary to bring new board members up to speed.

II. **Officer and Term Elections.**

- a. **Officer elections.** After discussion of role requirements, strengths and weaknesses, and vision and priorities, the board unanimously elected David Cox as president, Dan Poff as vice president, Catherine Jones Payne as secretary, Karen Miller-Kovach as treasurer, and John Bott as member at large.
- b. **Term election.** On the basis of the neighborhood-wide election, Karen Miller-Kovach and Dan Poff have tied for the three-year term, leaving the board to assign the three-year term between them. The board unanimously appointed Karen to the three-year term and Dan Poff to the two-year term.

III. **Business.**

- a. **Architectural Control Committee.** The board will contact members of Architectural Control Committee to confirm they are still willing to serve and have what they need, and also look to add a third member to that committee.
- b. **Governing documents.** Board discussed the need to review the governing documents and consider an update to reflect recent law and the development of contemporary technology and that the neighborhood is now fully built. Each member will review the new law.

- c. **Neighborhood contact information.** The board discussed the need to update contact information for all neighbors and will consider a neighborhood directory.
- d. **Meeting calendar.** David will develop a calendar for upcoming meetings and the board will ensure the quarterly meetings are open and advertised to the neighborhood.
- e. **Homeowner contact.** The board discussed and affirmed that any communication to homeowners regarding violations needs to go directly to the homeowner and that the whole board be aware of such communication before it happens.
- f. **Special event.** In light of requests from members of the community, the board will plan a Halloween event for the neighborhood. Catherine will organize and submit details to the rest of the board for final approval, and any needed funds will be solicited voluntarily rather than drawn from HOA money.

Adjourn Time: 8:30 p.m.

Minutes approved: October 1, 2020