**Orchard Knolls HOA Board Meeting Agenda**

**December 11, 2023**

**Board of Directors:**

President Jessica Olevsky

Vice President 1 Michelle Katon

Vice President 2 Jen Goodstein

Treasurer Don May

Secretary Steve Baumgartner

**Architectural Review Committee**

Dave Goldstein, Chairperson

Paul Lumsden Renee Joskow

David Becker Willis Williams

Kate Wernick Andrew Sams

**Metropolis Management**

Brayan Flores

 **Call To Order**:

Secretary Called Meeting to Order: 7:20pm

Absent Board Members: none

Community Members: 24 present

**Board Announcement:**

Residents stay on mute during the video section until ask for comments nor to have side commentary; disruptive guests will be asked to leave the meeting.

Board met with CCOC for clarity on financial records and Homeowner rights to see HOA documents. Homeowners are not to see personal records, ARC requests, contracts under review, outstanding dues by home. Homeowners can see signed contracts, outstanding dues total amount, approved minutes, approved financials, P&L and approved budget. The ARC is a separate body from the HOA Board and not subject to sharing requests or approvals. ARC holds meetings and gives feedback/updates to the Board at HOA meetings. If a homeowner has ARC complaint, the homeowner directly requests for info to the ARC. ARC can hold closed meetings to review individual requests.

**Minutes review:**

Minutes approved for July 2023 and will be posted to website.

**Treasurers Report:**

Statements being sent out to homeowners to verify and reconcile.

The MHC Truist accounts are completely closed.

Review and approve a 2024 Budget with 10% increase.

**Secretary’s Report/Communication:**

Minutes are posted once approved by the Board.

**Architectural Review Committee:**

Remember, if you’re working on anything outside of your home, especially in the front, please check in with the ARC and/or website to see if you need prior approval! Trees, changes in landscaping, sidewalks/paths, driveways, paint, mailbox, fences, doors, windows, roofs, shutters and more!

Dave is stepping down by February 2024.

**Social/Welcome Committee** – Kate Wernick – if you’d like to join this committee, please call Kate.

**Beautification Committee –** Spring creek clean up 2024 – seeking volunteers/coordination.

**Security –**

Unfortunately we had vandalism on the new fencing from 2 kids that live in our neighborhood that we had to repair.

**Old Business:**

Playgrounds – fencing and wood chips completed on all playgrounds.

Trees – removed dead trees in park near fence/playground, blackberry drive and cherry blossom lane/townhouses, and overhanging limbs down blackberry drive and blackberry terrace.

**New Business:**

Street light pole hit at the top of Blackberry - repair is this week PSE Contracting.

Snow Removal – approved Community Landscaping for 2024 contract

Paving in Townhouses – reviewing contracts for a vote in January meeting.

Lamp posts in the townhouses – reporting several in disrepair, leaning and must follow guidelines.

**Election:**

1. Roll Call and Proof of Quorum
2. Proof of Notice of Meeting
3. Election for Directors
4. Call for Candidates/Introduction of Candidates
5. Voting
6. Announcement of Election Results

**Questions & Answers (2 min per home):**

**Next meeting:**

Tuesday, January 16th at 8:32pm.

**Adjourned:** Meeting adjourned at pm

**--- End ---**