

BOXWOOD PROPERTY OWNERS ASSOCIATION

MINUTES OF ANNUAL MEETING

FRIDAY, MARCH 15, 2024

CALL TO ORDER

President David Corry called the meeting to order at 6:36 pm. Board members present: President David Corry, Vice President Kyle Simpson, Secretary Suzanne Corry, and Directors Scott Ray, Hannah Bilodeau, Ava Trill and Kevin Struble. Staff present: Marsha Bryant with Brownstone Properties. There were 15 homeowners present at the meeting and no proxies received.

QUORUM ESTABLISHED

The Boxwood Property Owners Association(POA) successfully established a quorum in accordance with the governing documents. Proof of Notice of Meeting was established by Marsha Bryant.

APPROVAL OF PRIOR ANNUAL MEETING MINUTES

Motion to approve the minutes of the annual meeting held March 10, 2023, made by Andrea Singy, seconded by Scott Ray. Motion carried.

PRESIDENT'S REPORT

David reported on the overall accomplishments by the Board as follows:

- The Board went from 5 meetings via zoom, back to 8 meetings in person plus the annual meeting.
- The petition to amend the governing documents to include the 172 Marguerite property was executed by the required number of owners and has been recorded.
- Kenan successfully petitioned the city to replace, reset and smooth the sidewalk surfaces.
- Kevin contacted APCO about flickering and burnt-out streetlights and they fixed them.
- We obtained management fidelity (employee dishonesty) insurance coverage as now is required by law for \$164 a year.
- The Board received many calls and emails regarding a trailer and vehicles parked on Marguerite. The city regulates streets, allows licensed vehicles, but limits trailers to 48 hours. People can ask the police to enforce it under Sec. 25-262 City Code (847-1602).

He reported that the Board chose not to pursue the following suggestions after consideration:

- Creating a fenced dog park in the common area, between the pool house and the hill (cost prohibitive)
- A request to designate a dog park on the vacant lot at 511 Lady Slipper (against restrictions).
- A request to create a barrier at the entrance to the pool parking lot for evenings or for residents only (for now, due to cost).
- Stockpiling mailboxes (they are readily available from Rivermont Mailboxes).
- Bear *killing or removal* of bears from the area (outside our legal rights and jurisdiction).

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Regarding fiscal management, he said:

- Raised dues to \$480.00 per year, \$120 a quarter (third time in history of Boxwood).
- Expensive to maintain items are coming to their end of useful life. Inflation and buying power are sapped.
- Difficulty finding contractors that can do work projected in the last reserve study at estimated prices.
- Reserve funds were plentiful but are dropping as many projects are coming due.

Community wide survey results were just received and have not yet been reviewed by the Board. Even so, he shared that:

- We received 91 valid responses counting only one response per lot.
- Per section 9.3 of the Declaration, you need signatures from each of the owners of 75% of the lots to amend the restrictions (96 of 126 lots), and it has proven difficult to get that number of signatures when there was no opposition or minor opposition to the amendment. Controversial amendments will be difficult to get the minimum number of signatures.
- On chickens 32% of valid respondents were in favor of an amendment to permit poultry to the extent permitted by City code, with 18% in favor with more restrictions than the City.
- On short term rentals, 50.5% of respondents were in favor of an amendment to prohibit short term rentals of less than 2 months, with 45% in favor of prohibiting if less than 6 months, and only 18% in favor of delegating the restrictions to be set by the Board in association rules that the Board could vote to change from time to time.
- On flagpoles, 70% of respondents believe no flagpole restrictions threatens to bring down Boxwood property values but reasonable regulations on size and location would prevent diminished values. 71.4% were in favor of allowing the Board to regulate by rule the size, place, duration, and manner of flag display while 59.3% would be in favor of the Board regulating the types of flags (except for the US flag).

He reported on sales information about Boxwood that show home values are increasing:

- Homes are generally well maintained.
- 10 homes sold last Board cycle; 13 prior year—most homes less than 2 months on market.
- Values are appreciating, many getting multiple offers at and over asking price.
- Jan 2023 to date \$145 per square foot air conditioned space (10).
- May 2022- Dec 2022 \$148 per square foot air conditioned space (10).

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COMMITTEE REPORTS

Pool Committee – Committee Chair, Cheryl Morris. Hannah Bilodeau reported:

- One shade sail pole was replaced after being damaged by ground conditions.
- The Board is in the process of replacing the fence around the pool from the reserves. It is well past its estimated life span. This will include a newly installed gate for entry into the pool area. Further instructions will be provided on gaining access to the pool. It has not been determined if Key Access Cards will be utilized this year.
- The following work was completed over the last year: the pool house doors were repaired; the pool deck, pool house and bathroom floors were pressure washed, and the parking lot was resurfaced with blacktop and cracks sealed.
- A team of homeowners will oversee the process of hanging the pool shade sails prior to opening day.
- The pool is set to open May 10, 2024.
- Teens from our neighborhood will be serving as pool custodians.
- The committee is in the process of obtaining another bid from Pool Foolin.
- Hannah Bilodeau thanked the pool committee members for their hard work.
- One homeowner asked, is there a problem with non-residents gaining gate access to the pool, without permission? Yes, Hannah reported, there have been problems in the past. Homeowners have been given a code which should not be shared with non-residents. Use of individual access cards should cut way down on this.

Common Area Committee – Committee Chair, Scott Ray. David Corry reported.

The following projects were completed over the last year:

- Playground Drainage fixed and the area was re-mulched.
- Asphalt on the pool parking lot was resealed.
- Pool house refresh with cleaning and painting.
- The pool entry pad was vandalized and repaired.
- The neighborhood front entry fence was rotted and replaced. We received 3 bids and went with Russell Landscaping \$8,500 (to be painted black around April 1, with painting price included).
- Followed up with CLC on various items, like deer netting over flowers and to protect trees, which they did.
- In process of replacing the pool fence before re-opening by accepting a \$12,500 bid from Barber Lowe Fence after receiving three bids.

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He named and thanked volunteers from the neighborhood who worked on the following projects:

- 16 Dead trees at the pool area and entry were removed.
- Hanging and removing the shade sails at the pool.
- Holiday lights at entry.

He provided the following update regarding pool access equipment and software:

- Unable to get a good fix on the security system for the pool.
- Withheld payment on one invoice from Allied who no longer has techs trained on the system they installed for us.
- Ambassador is a new company with trained technicians, but it is very expensive.
- Using a 4-digit code in the interim, still not sure about this year's access control method.
- Unable to get a good fix on the pool gate closing spring mechanism.
- We tried multiple crab claws but hoping a new fence and new gate will fix the issue.
- We are stuck with a 30 second timer on the exit mechanism because what was installed as a replacement is not adjustable.

Events and Social Committee - Committee Chair, Ava Trill reported:

- A number of great activities were noted, including an ice cream/pizza social, a corn hole tournament over the summer, a movie night with food, a Halloween decorating contest and a Christmas light contest. All activities were well attended. The Easter Egg Hunt is the next event on the Boxwood Social Calendar.
- The Welcome Committee presented eleven Welcome Bags to new families in Boxwood last year.

Information Technology Committee – Committee Chair, Suzanne Corry reported:

- The committee was able to assist with issuing and managing keycards for pool entry.
- Internet access at the pool has been discontinued due to a cost of \$2,200 in 2023.
- A version of the Boxwood Quarterly Newsletter was created and circulated to the community on August 1, and October 1, 2023, as well as March 1, 2024. The newsletter has also been posted on the neighborhood Facebook page and the community bulletin Board by the pool driveway.
- 48 homeowners took part in the mailbox painting project advertised in the newsletter. John Covington with StraightLine Painting quoted the job at \$30 per mailbox post. He completed all the painting for the owners who requested work around November of 2023.
- Residents were encouraged to use the Boxwoodpoa.com website for Boxwood resources and to review POA and Board Meeting Minutes. Email inquiries can be sent to

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Boxwoodpoa@gmail.com. A list of future Board meetings is posted on the community bulletin board.

- The IT Committee is looking for interested volunteers to join the committee and help with the quarterly newsletter and updating the Boxwood Directory.

Architectural Review Committee – Committee Chair, Ty Bilodeau. Andrea Singy reported that all requests were reviewed by the committee and granted.

FINANCIAL REPORT

Marsha Bryant gave the Treasurer report. 14 homeowners are delinquent in paying dues. One **Warrant in Debt** has been filed on one lot and 10 **Delinquent Balance Reminders** have been sent.

As of 2/29/24 the current balance in the Operation Account is \$20,347.15. The Prepaid Association Fees are \$16,654.50. The Total current funds are \$3,692.65.

The Reserve Money Market Account balance is \$15,896.08. A CD matures in July 2024 \$80,419.95. The current balance in the Reserve Account is \$96,316.03

Marsha identified the expenses, for which an increase in the 2024 budget was necessary, as follows: postage, insurance, annual grounds contract, pool contract/maintenance and electricity. There will be no expense for internet as that service was terminated. Cindi Seng inquired as to the balance in the Reserve Fund. She also asked about the negative number listed in the financials packet mailed to homeowners. Marsha explained the concept of fully funded versus partially funded reserves contribution. David stated that we are required to have a reserve study every five years and then the Board exercises discretion on how much to fund the reserves each year. Boxwood has typically funded about 85% of the study's stated annual contribution in the past decade or so.

ELECTION OF NEW DIRECTORS

Hannah Bilodeau, Ty Bilodeau, Suzanne Corry, Sean Collins and Kyle Simpson have all completed their two-year term of service to the Board. Board members Kenan Bell, David Corry, Scott Ray, Kevin Struble and Ava Trill each have one year remaining of their terms. There was a discussion of the responsibilities and obligations of a Board member along with the typical time commitment. The Floor was opened for Nominations.

Motion to have a 10-person Board made by Andrea Singy, seconded by Suzanne Corry, and the motion carried unanimously. David Corry suggested a motion to close nominations and elect the nominees by acclamation. **Motion to close nominations and approve the slate of nominees by unanimous acclamation**, made by Jenifer Holmes, seconded by Hannah Bilodeau, and the motion was approved thereby electing the nominated slate. The Board of Directors has

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5 new members serving a 2-year term: Justin Bibee, Hannah Bilodeau, Jennifer Holmes, Abe Loper and Kyle Simpson.

SET NUMBER OF PERSONS TO SERVE ON COMMITTEES

Per section 6.2.3 of the Declaration, a **Motion to set the number of persons to serve on committees** as no less than three and no more than five members made by Hannah Bilodeau, seconded by Justin Bibee, and motion carried.

DATE OF NEXT ANNUAL MEETING (with back-up date)

Per section 4.6 of the Declaration, a **Motion to set the next annual meeting** as Friday, March 14, 2025, at 6:30 pm, with March 21, 2025 as the back-up date should it need to be rescheduled, made by Hannah Bilodeau, seconded by Abe Loper, and motion carried.

MATTERS FROM THE FLOOR The President opened the floor for comments from any owners and the following concerns were raised:

- Margaret and Hal Schmitt raised a concern (via email communication) regarding parking along Marguerite and a trailer that has been parked at the bottom of the hill for a very long time is creating an eyesore; they are requesting guidance on how to address these concerns. Regarding the recent survey, they suggested an open-ended comment section be included in future surveys because some issues are nuanced.
- Carter Tatum recommended via email that the Board not regulate flags due to freedom of speech issues, and only US flags be approved.
- Stephanie Puckett stated in an email that the Board needs to do something about the cars and trailers parked on Marguerite.
- Barbara Bristow commented on the recent survey, sharing her views regarding chicken/rooster restrictions, a flagpole mounted on a house being fine, and that Airbnb's need to be carefully controlled.
- Ashely and Collin Trepanitis sent an email comment that they generally support rentals of 1 or more month duration, but not less than 1 month due to potential noise complaints.
- Joseph called Brownstone to make a complaint for the annual meeting about the trailer in the street and the flagpole on Marguerite.
- Cassandra Taylor asked if the chicken issue has been decided by the Board. David said it will be taken under advisement by the incoming Board. She inquired about leash laws for dogs because a dog recently walked onto her front porch. David suggested she send an email to the Boxwood Gmail account and Brownstone can be directed by the Board to contact the dog owner and remind them of the restrictions regarding obnoxious animal behavior.

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- Cindy Seng saw a golf cart being driven on the road and she was concerned the kids on the cart will be injured by car drivers. David said the City must designate the street for golf carts for golf cart traffic to be legal. Streets in Boxwood are currently not designated.
- Andrea Singy expressed appreciation for volunteers serving on committees and the Board.
- Kenneth Marks advised that the streetlight is burnt out by the basketball post at the pool and 2 lights on the pool house are also burnt out.
- Stehanie Metzel volunteered to serve on the Pool Committee and Melanie Marks volunteered to serve on the Social Committee.

DOOR PRIZE DRAWINGS

The following people were present and won gift cards: Cassandra Taylor, Cindi Seng and Kevin Struble. 3 gift cards in the amount of \$25.00 were awarded to our winners.

ADJOURNMENT

The meeting was adjourned by David Corry at approximately 8:00 p.m. and an informal discussion was had by the Board of Directors to discuss the date of the next Board meeting and solicit interest in officer positions on the incoming Board. They decided the first Board meeting would be held April 8, 2024 at 160 Marguerite Drive whereupon the election of officers would be formally voted upon.

Submitted by Suzanne Corry, Secretary