

Boxwood Property Owners Association

Board of Directors Meeting

Monday August 12th, 2024

Minutes

Call to Order:

- David Corry called the meeting to order at 6:37pm at 121 Marguerite Drive. The board members present were David Corry, Kyle Simpson, Kenan Bell, Scott Ray, and Hannah Bilodeau. Kevin Struble joined in via zoom a few minutes after the meeting began to create a quorum.
- Brownstone staff Marsha Bryant was also present.

Officer Election:

- No volunteers came forward to be the secretary, nominations remain open.

Comments from Members:

- No emails from association members were received outside new neighbors moving in and requesting pool credentials.
- No members were present to comment.

Approval of Minutes:

- Kenan Bell moved to approve the minutes from the July 8, 2024 meeting as presented, seconded by Kyle Simpson. All approved.

President's Report:

- Meeting location for the next board meeting (September 16, 2024 at 6:30pm) is set for the Bell's residence, which is 129 Marguerite.
- Suzanne Corry updated the neighborhood directory and sent it out to all association members.

Staff Report:

- Marsha reported on delinquent accounts.
- Marsha confirmed the rollover of our CD from July into two new CD's. One CD for 6 months and one CD for 12 months. CD total amount is \$14,555.07.
- We are still waiting for our refund from the oversized Children at Play sign from Sign Works.
- We have ordered a new Children at Play sign from Great American and are awaiting confirmation that it has been completed.

- Canada Electric sent us a bill for \$160 for coming and flipping the light switch. David said one of the switches has now been labeled with a permanent marker. Scott Ray taped the other switch so it does not get turned off again. David suggested both switches be permanently labeled so the control information is not lost to future board and committee members.
- New recycling cans at the pool have been delivered by Waste Co and the County Waste cans have been hauled away.
- We have been asked to input our information to the federal reporting of directors. 3 of our 10 board members have completed this task, thank you Kyle, David and Kenan. The rest of the board members need to try and get this done asap.
- Brownstone is offering a “board member” training on September 4, 2024 at Lake Vista Community Center. This is to encourage community members to feel more comfortable joining their neighborhood boards.

Committee Reports:

- Architectural Review Committee and Information Technology Committee had no reports or updates. The other committees reported as follows:

Common Area Committee

- The pool gate housing magnet is going to be replaced after the pool season closes. Scott is going to oversee the housing being removed and fabricated.
- We discussed the landscaping upgrade bids received for the entrance of the neighborhood. Master Gardener Ava Trill, after consulting with another master gardener in the neighborhood, recommended we request a different tree than a weeping Japanese maple because they can grow 6-30 feet and the high end of that range would lead to overgrowth in that location. They also wanted us to ensure that Affinity is able to deal with the potential for drainage issues, because they do not include it in their bid while other vendors included that. If they are able to address our concerns about the weeping Japanese maple with trees that would not outgrow the space and deal with the drainage issues while keeping it under \$7,000, Kenan motioned to go with Affinity, Hannah seconded. All approved, Scott Ray abstained but said he would also see about having them pot some of the plants they remove for possible transplanting.
 - Scott will reach out to Affinity to discuss a revision to their original bid.
 - David Corry will sign the loan to pay for this service once we have that updated.
- There is still a bent, yet functioning light at the end of the parking lot down at the pool. AEP has been contacted. Have not done anything for it at this point.

Pool Committee

- The access system has been nonfunctional since the end of last week, due to a power outage. The board did not choose to do maintenance on the system last year so when the

power went out and the backup batteries failed, we lost all our credential information. Cheryl Morris has it saved on her computer, but is unable to input the information because there is no internet at the pool. A service call is needed. Marsha is going to schedule that and get a price for us for new backup batteries.

- We discussed the reasons we switched from a low tech four digit pin to this higher tech keycard credential. Cheryl has put more time into this system than anyone else would. Maintaining the system may be an issue in the future as Cheryl is moving off as the head of the pool committee next year.
 - Kenan has a friend who will come to the next board meeting and present a solution that will be less work for us.
 - Marsha said that her communities that use our same pool access system have internet at the pool and Brownstone manages everything for them.
 - We are hoping to move pool access to the IT committee and will discuss with Justin Bibee when he can be at a future meeting.
- We still need a holder for the skimmer in the baby pool. Marsha will email Marcus again and see if he can get it set up for us.
- Cheryl received a complaint about non-residents using the pool that were possibly staying at an Airbnb in the neighborhood. Marsha is going to reach out to the homeowner in question and remind them that their guests may not use the pool unless there are 4 or less people and the homeowner is present. The consensus was that there is no need to change the rules to further restrict renters from using the pool.
- Pool closing date of September 15 was confirmed.

Events and Social Committee

- This Saturday (8/19/2024) is the end of summer barbecue and snow cone bash at the pool.
- The Halloween event will be a chili cook off and is set to take place on Saturday, 10/19/2024.
- Halloween and Christmas decorating events will be as usual.

Old Business & New Business:

- No old or new business.

Adjourn:

- Meeting was adjourned by David Corry at 7:45pm

Submitted by Hannah Bilodeau.