

Boxwood Property Owners Association
Board of Directors Meeting Minutes
4.19.2021

Call to Order Andrea Singy at 6:31pm.

Board Members Present: Andrea Singy, Jeremy Gustafson, Scott Ray, Aaron Traphagen, Amanda Council, and Hannah Bilodeau
Brownstone Properties Representative, Marsha Bryant

Comments from Association Members - no association members commented.

Handouts Provided:

Meeting Agenda
March 2021 Report
Boxwood Property Owners Association Board Secretary Responsibilities
Allied Security System Pool Access Quotes (2)
CTS Pool Access Quote (1)
IDS Pool Quote (1)

Minutes January 4, 2021 meeting - motion to approve by Aaron Traphagen, seconded by Andrea Singy, unanimously passed by the board.

Staff Report Marsha Bryant

Financial Report Marsha Bryant	
March 31, 2021 Operating Account Balance	\$ 18,260.06
March 31, 2021 Reserve Account Balance (including CDs)	<u>\$125,870.66</u>
Total	\$144,130.72

Follow Up on Brownstone Action Items

Phone has been disconnected at the pool.
Deferred Pool information until Committee Reports

Follow Up on Delinquent Accounts

There are 2 homeowners that are 3 quarters delinquent and 2 homeowners that are 2 quarters delinquent. Marsha will call the 4 homeowners and make them aware of the arrearage.

Taxes Returns Filing

This has been completed.

Committee Reports

Pool Committee Cheryl Morris

- Tile and coping have been completed.
- Shade sail posts have been completed and one shade sail has been installed, awaiting completion of 2nd sail.
- Pool –
 - The board discussed internet access at the pool. A motion was made for pool internet by Hannah, seconded by Jeremy. The board unanimously voted for internet access at the pool. This would bring the availability for

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better gate access. Marsha to check costs and see if we can have the internet available for the summer months only

- Majority of discussion revolved around need to replace keypad at access gate. Discussion from the board narrowed it down to 2 options CTS (\$3,120) or Allied services (quote \$3,595,70), so in the mid-range of the four estimates provided for review. Cheryl to call and set up time to meet with company and Jeremy to try to join to learn once appointment has been scheduled. She is to email the best fit for the Boxwood Pool for us to vote on via emailed vote.
- The discussion from the board was clear that the access gate/keypad needs fixed before the pool opens (before May 15th).
- Pool is to open the third week of May (May 15th target day discussed).
- The pool rules and the pool event/party rules need to be updated for the 2021 year and be sent out via email and Facebook/website prior to pool opening. Rules to include notes that people are responsible for costs to replace or repair damage the cause. Rules are to be written up by committee and sent to the board for approval, prior to being sent out.
- Marcus with Pool Foolin will continue to provide the pool maintenance services as in past years. As discussed last year, his fees did raise for the 2021 year and were budgeted accordingly.
- Cheryl Morris mentioned that the pool staff will be going back to pre-COVID cleaning approach with cleanings twice a week due to the swimming pool being outside and a swim at your own risk facility. Marsha recommended to make sure staying within any federal/state COVID guidelines.
- Discussed and voted to resume pool parties. Discussed habitual offenders of pool rules and ways to deal with them individually. Board agreed such party should not be permitted to have future parties. When next party request comes from habitual offenders, Andrea to talk with person.

Architectural Review Committee Andrea Singy –

- Architecture Review Committee (Andrea) commented that one request was received/okayed related to changes with home for sale on 336 Wild Turkey.

Common Area Committee Hannah Bilodeau –

- Live overgrown trees needing trimmed near Ray/Peralta homes were discussed. Marsha is to contact 3 vendors for tree removal/trimming and give them Scott Ray's information to discuss entrance trees.
- Playground drainage is still an issue. Marsha has already contacted CLC for estimate for play area drainage. She is to contact 2 additional vendors and have them contact Scott Ray.

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Events and Social Committee Amanda Council

- Last event was the Easter Bunny Visit. This was a great success.
- Andrea to give Amanda three left over Givens \$25 gift cards for use with future events.

Information Technology Committee Aaron Traphagen

- Newsletter (TBD) was noted as falling out of use and discussion occurred whether to keep. Scott discussed importance of giving another try. Will investigate with Andrea.

Old Business

None

New Business

Officer Elections

President – Andrea Singy
Vice President – Hannah Bilodeau
Secretary – Jeremy Gustafson

Committee Appointments (Chairs & Members)

Architectural Review Committee – Andrea Singy, Board Chair

- Tim Johannsen
- Brian Hartsell
- Tad Hardin

Common Area Committee – Scott Ray, Board Chair

- Tyler Bilodeau
- David Corry
- Kevin Strubel

Pool Committee – Hannah Bilodeau, Board Chair

- Cheryl Morris (head of Committee)
- Amanda Council
- Sasha Layman

Events and Social Committee – Amanda Council, Board Chair

- Hannah Bilodeau
- Erica Jones
- Tracina Penrose

Information Technology Committee – Aaron Traphagen, Board Chair

- Tyler Bilodeau
- TBD – Aaron to let us know

Next board meeting schedule for June 21st at 6:30 pm.

Adjourned 7:50pm