

**Boxwood Property Owners Association**  
**Board of Directors Meeting Notes**  
Thursday, January 17, 2019

**Call to Order & Welcome**

**Attending:** Kyna Thomas, Colene Mosley, Andrea Singy, Aaron Traphagan, Margaret Schmitt, Jennipher Lucado

**Approval of 11/15/18 Meeting Notes**

Andrea moved approval, Colene seconded: notes approved

**Comments/Questions from Homeowners**

- **Questions about paying fees –**  
Jennipher explained that books normally only go to those who pay by check/quarterly. Some confusion existed, so books were sent to all. On-line payments are also available
  
- **Questions about improving community-wide communications (e.g. who is on the Board, activities, directory updates, etc)**  
Information is on website and in previous newsletters. Andreas will include in the next newsletter more prominently
  
- **Caroline Malott (new homeowner on Marguerite)**  
Reminder that the house is not in Boxwood. Open communication is key.

**Staff Report**

- **General Information**  
Andrea agreed to apply the trash decal for the pool refuse bin
- **Financial Report**  
Usual features. Summary report will be provided at Annual Meeting

**Committee Reports**

- **Architectural Review Committee**  
A deck at 424 Harvest Court was approved
- **Common Area Committee**
  - Thanks to all for the playground renovation
  - Consider boxwood replacement as next project; will keep pool shelving on their list;
  - Consider keeping some lights in trees in entranceway
- **Pool Committee**
  - Power washing bids received and considered (George Carroll at \$650 and James Davis @ \$750) Jennipher will coordinate with Marcus and make arrangements for power washing before pool cover is removed – no later than April 15
- **Social Events Committee**
  - Holiday lights went well;
  - Next Friday 1/25 social gathering at Sean and Jessica Collins at 117 Marguerite at 6:30;
  - Will send out a note for Easter event;

- Will be working on the next newsletter

## **IT**

No report, continue to seek members; consider it an advisory committee;

### **• Old Business**

- Playground Renovation – perimeter and mulch – completed – great product!
- Pool house shelving – pending: Common Area Committee will keep project on its list
- Pool camera upgrade – Aaron will install before the Annual Meeting
- Little Library - pending
- Pool conversion/prep – as weather warms up, Marcus will start the conversion work

### **New Business**

- Landscaping services/bids – CLC provided a flat bid (no increase); due diligence suggests rebidding every three years or when bid significantly increases
- 3/10/19 Annual meeting planning – date determined at 2018 annual meeting; tentatively hosted by the Corry's; 5:00 tentatively; Andrea will get gift cards and refreshments; (gift cards from Fresh Market Center); Jennipher will put together the package; need to solicit new board members (4 members at term end); Jennipher and Andrea will send drafts for review; Kyna will reach out to current members regarding running again and will speak to Aaron about livestreaming meeting; Margaret will update and place the sign
- Quarterly Newsletter – Andrea will compile and send a draft – will add reminders about picking up after dogs
- 2019 Budget – Margaret moved approval/Kyna seconded: Budget approved
- Participate in Love Your City clean up on April 13, 2019 – Margaret will pick up supplies from PW
- Directory update? Send it more frequently? No, once a year is enough and send it with a welcome package. Ask for updated directory information in the newsletter, at the annual meeting and through an email that Suzanne writes and Margaret sends to neighborhood

**Next Meeting – March 10, 2019 (Annual Meeting)**

**Adjourned at 8:07**