

Boxwood Property Owners Association
Board of Directors Meeting Minutes
06.13.2022

Call to Order by Hannah Bilodeau at 7:05 pm.

Board Members Present: Hannah Bilodeau, Jeremy Gustafson, Scott Ray, Suzanne Corry, Ty Bilodeau, and Amanda Council
Brownstone Properties Representative, Marsha Bryant

Comments from Association Members - None, no other neighbors attended.

Handouts Provided:

Meeting Agenda

Minutes April 4, 2022 meeting - Comment was noted by Jeremy Gustafson that he fixed December to March in financial report numbers. Motion to approve was made by Ty Bilodeau, seconded by Scott Ray, unanimously passed by the board.

Moved to staff report.

Staff Report Marsha Bryant:

Financial Report Marsha Bryant	
May 31, 2022 Operating Account Balance	\$ 16,957.99
May 31, 2022 Reserve Account Balance (including CDs)	<u>\$101,945.89</u>
Total	\$118,903.88

Marsha Bryant discussed funds in the CDs in follow-up to prior board meeting discussion, seeking board approval to move some into the reserve. Motion to move funds from CD that matures in July into reserve account was made by Suzanne Corry, seconded by Scott Ray, unanimously passed by the board. Other CDs will be discussed at August board meeting.

Related to delinquent accounts, fourteen total neighbors have unpaid association fee's (three that are one quarter behind, ten who haven't paid this quarter, and another that has a lien). Have tried to make contact with the homeowner with the lien, as now on second year. Marsha Bryant briefed the board on process involved with the lien and that board is not yet at any decision making point. Hoping the homeowner will work out and take care of.

Ended reports from Marsha Bryant.

Committee Reports:

Information Technology Committee Suzanne Corry –

- Suzanne Corry briefed on reach out to the attorney related to the pool rules and review. Related to line addressing children access, noted that 'accompanied'

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needed changed to 'supervised'. That 'adult' needed to be changed to 'competent individual'. Need to make sure related phrase also fixed in any letter communications. Lawyer also recommended to remove phrase tied to babysitter, as we can't interfere with how a baby-sitter might have access if not the same as with a neighbor. Focus with the changes to the draft are to ensure not discriminating based on age, have general text.

- Hannah Bilodeau volunteered to talk with Cheryl Morris regarding the edits to the pool rules and how access is granted.

Pool Committee Cheryl Morris –

- Hannah Bilodeau provided update for Cheryl Morris.
- Noted that pool rules still need voted on.
- A motion was made to approve the pool rules as amended was made by Suzanne Corry, seconded by Ty Bilodeau, and was voted on and approved by the board.
- Marsha Bryant briefed that shade sails are still waiting for work to be performed. The board should see workers out there this week provided dry. With the heavy equipment needed, unable to work as ground is wet/soggy.
- Hannah Bilodeau noted still problems with the pool gate as gate delay means it does not re-lock for 30 seconds. And folks are not waiting for the gate to close.
- Hannah Bilodeau noted decision to order 25 FOBs for some residents who were unable to get into the pool with their phones despite numerous attempts. Each FOB was \$4/each. Marsha Bryant clarified that \$4/each was for the key cards not the key FOBs. In response to discussion, it was iterated as agreed upon in the past that the decision was made not to share pins for the key code as that is too easily shared. The pin sharing issue actually drove to the phone app as well as key cards. Scott Ray raised concern that once other neighbors realize cards have been handed out, they will request. Marsha Bryant noted that at other neighborhoods, a cost is associated with the cards (~\$10). A lot of discussion occurred on the access topic. The topic was tabled until the next board meeting in order to gather more information.

Architectural Review Committee Andrea Singy –

- No updates/new requests were noted, update by Ty Bilodeau for Andrea Singy.

Common Area Committee Scott Ray –

- Briefed on bushes up front with barrier in place and noted they are improving.
- Briefed on playground drainage issue. Shared the recently provided quotes (one from CLC and other from Russel Landscaping) related to improvements to address the ongoing playground soggy ground and drainage issues. Suzanne Corry made a motion to approve Russel Landscaping for the work, Amanda Council seconded, motion was voted on and approved. Anticipate start within two or three weeks of Scott Ray notifying them. Marsha Bryant clarified that funds are available from the reserves for the work. Scott Ray needs to provide business information (license, insurance) for Russel Landscaping to Marsha Bryant.

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Events and Social Committee Amanda Council –

- Noted a key committee member had moved away and looking for volunteers to keep activities moving.
- A movie at the pool is planned in July, will have an ice cream social with that as well.
- Currently committee only Amanda Council, Joshua Payne, and Erica Johnson.
- Amanda Council noted that a head for the welcoming committee is needed. Suzanne Corry noted she can assist with the welcoming committee. Amanda Council noted she can assist as a courier.

Old business. Prior topics addressed already include the gutter fix at the pool and cleaning of the pool building. Old tree topic on hill near pool remains open.

Neighbor Concerns:

Complaint was noted about downed tree at house across street near where Hannah Bilodeau lives. Marsha Bryant recommended that board reach out to the neighbor to understand the plan for removal. Suzanne Corry will reach out to the neighbor.

Suzanne Corry received a request regarding the 172 Marguerite home that is not part of the HOA. The family who purchased the home wants to join the HOA and have pool access. Marsha Bryant is awaiting legal feedback as this might influence the actual HOA documents. It may be that 75% of the neighborhood may have to vote. An alternative was noted by Suzanne Corry that HOA can charge a fee for pool use for this summer. Marsha Bryant cautioned that if opened up, then others local may also seek to join once idea is present that it is a public pool. Marsha Bryant also clarified that need to check insurance for making sure okay, as well as whether or not lifeguard is needed. Again strongly cautioning against letting the family just join. Jeremy Gustafson and Scott Ray also expressed concerns. Hannah Bilodeau noted that topic will be tabled until legal feedback is made available. Board is in general okay with the family joining, just wants to make sure appropriate process for addition is followed. An action was given to Marsha Bryant to follow-up with legal counsel to obtain feedback on process on how to add them to the HOA, follow appropriate process. Then board will discuss further once information is provided.

Next board meeting is scheduled for August 15th at 7:00 pm. Meeting adjourned 8:23 pm.