

**Boxwood Property Owners Association  
Board of Directors Meeting Agenda  
Wednesday, May 17<sup>th</sup>, 2017**

**6:02 Call to Order & Welcome**

*In Attendance: Mike Friedman, Cheryl Morris, Danielle Silva Aceituna, Margaret Schmitt, Jennifer Lucado*

**M. Friedman**

**Comments from Association Members**

- *Mailboxes: Ordered mail boxes have been installed and paid for. Individual homeowners have been billed.*

**Open Floor**

**Approval of Previous Meeting's Minutes**

- Danielle moved approval: Cheryl seconded. 4/17/17 minutes approved by voice vote

**D. Silva Aceituno**

**Staff Report**

- *Financial Report:* Explanation of the Monthly Financial Report layout and monthly / quarterly expectations / fluctuations for the year per previous years. If anyone has ANY questions, please contact Jennipher Lucado. Easter egg hunt was under budget. Delinquency list is high due to the beginning of payment period. Letters and emails have been sent to those with outstanding balances.

**J. Lucado**

**New Neighbors:** Caitlyn Williams sending out new neighbor contact information to S&E Committee for Welcome Committee – Brownstone has sent list to Caitlyn. List will go out quarterly for action.

**Committee Reports**

*IT Committee – no new information*

*M. Friedman,  
on behalf of the  
IT Committee*

*Architectural Review Committee – no new information.*

*M. Friedman,*

- *Questions received as to whether covenants limit exterior colors – there is no governing language regarding exterior paint or accessories.*
- *On-going Recommendations:* Further clarifying Committee Rules & Regulations for Homeowners, as

*on behalf of the  
A.R. Committee*

necessary (draft something up to be included by the IT Committee on new website)

**Common Area Committee –**

**M. Friedman,**

- **Concern expressed about grass being in the pool. This may be due to CLC not having pool code. Mike will ensure that CLC has code.**
- **Playground: J. Silva will seek estimates, which will then be reviewed against the budget.**
- **On-going issues from Annual Meeting:**
  - **Tree Topping:** There has been a request to top the trees over near the pool to enhance sunlight hours. Common Area Committee to look into price of trimming trees surrounding pool area.
  - **Playground Mulching:** K. Struble to request CLC to include mulching pricing as an additional line item – \$490 for Play Chips (recommended) and \$450 for double-shredded oak mulch –
  - **Children at play signs:** are looking dilapidated and need to be replaced – Common Area Committee to evaluate all signs and determine the total number necessary for replacement –
  - **Holiday Lights:** Suggestion to not hire a professional and have a potential community volunteer team to handle lights. Common Area Committee to discuss and determine next steps

**on behalf of the  
C.A. Committee**

**Pool Committee**

- Opening went well. Teens that have been hired are doing a great job and helped with set up for the opening. Question – does the initial restroom cleaning incur additional expense? Not sure, think there was an additional cost for first cleaning. Pool attendants cleaned the restrooms and the payment will balance out.
- Phone is not working – Jennipher will check on the phone.
- One table is broken and Megan will be notified.
- Trash decal? – Danielle has it.
- Fire extinguisher needs service – Cheryl will contact company for certification and they will bill Brownstone.
- Question regarding resurfacing the baby pool – Marcus says it is not needed. Waiting on a revised estimate – Danielle moved, Cheryl seconded, approving the revised work.
- Mike repainted.
- Pool Committee discussed and did not approve a “dog” swim.

• **C. Morris**

**Social & Events Committee**

**D. Silva Aceituno**

- **Directory:** on hold *until IT Committee is up and running again*
- **Any upcoming Events?**
- **Neighborhood-wide Yard Sale on May 20th.**
  - Danielle Silva Aceituno is coordinating and will send a reminder to the community and put up signs.
- **Adopt-A-Street:** Barbara Bristow expressed interested – on-going.
- **Summer Events:** Danielle, Andrea, Julie, Missy, Colleen will be discussing and letting us know.
- **Other** – if common area committee needs/wants help, Jennipher has info from the past. Mike will let Kevin know to contact Jennipher if needed.

**Old Business**

**M. Schmitt**

**New Business**

**Open Floor**

- Pool code will change June 1 (even though this code started May 13) A notice will go out about new code and then the code will actually change on the first of the month.
- Paving went pretty well. Traffic control was dicey at best.

**Private Business**

**Open Floor**

- Danielle plans to donate a fold out table to the community – hope to store it in pool house.
- June meeting will be held on June 14 at 6:00 at Mike’s house (due to vacation schedules). Thereafter, the plan is to meet on the third Wednesday of the month.

**6:40 Meeting Adjourned**

**M. Friedman**

- Danielle moved adjournment, Cheryl seconded. Approval by voice vote. Meeting adjourned.

**Tentative Meeting Schedule**

Wednesday, June 14, 2017	Monthly Board Meeting
Wednesday, July 19, 2017	Monthly Board Meeting
Wednesday, August 16, 2017	Monthly Board Meeting
Wednesday, September 20, 2017	Monthly Board Meeting
Wednesday, October 18, 2017	Monthly Board Meeting
Wednesday, November 15, 2017	Monthly Board Meeting
Wednesday, December 20, 2017	Monthly Board Meeting
Wednesday, January 17, 2017	Monthly Board Meeting
Wednesday, February 21, 2017	Monthly Board Meeting
Monday, March 19, 2018	Members Annual Meeting

Back up Date: Monday, March 26, 2018