



Everett Farms Homeowners' Association (EFHOA)

Board of Directors Meeting

Date: Wednesday, February 10, 2021

Time: 6:30 p.m.

Location: Microsoft Teams

February 10, 2021 Minutes

APPROVED March 22, 2021

Board Attendees: John Saltzgaber, Tom Borden, Karen Glickman, Delaney McKinley, Cary Ford, John McKinley, Sharon Saltzgaber, Randi Stanulis

Not Present: Chuck Williams

Call to Order:

The meeting was called to order at 6:35 p.m. by John Saltzgaber, EFHOA President. Delaney McKinley, VP, hosted the on-line meeting with Microsoft Teams.

Approval of November 9, 2020 Board Meeting Minutes

John McKinley moved to approve, with a second from Sharon Saltzgaber, the minutes of the EFHOA Board meeting on November 9, 2020. John S. asked if there were any questions or discussion. Hearing none, the Board voted approval of the 11-09-2020 minutes.

President's Report – John Saltzgaber

There is no president's report.

Vice President's Report – Delaney McKinley

Delaney let the Board know that the ice cream/hot chocolate truck visit to her street of the neighborhood went well. Amanda West had approached Delaney to see if this was an OK activity, and Delaney had e-mail the Board which responded positively. Delaney and all the neighbors who participated found this a fun event. Neighbors were able to greet each other at a distance and enjoy ice cream that they had preordered. She is hoping that there can be other fun activities that perhaps the EFHOA can sponsor in the future to bring neighbors together. A special shout-out to Amanda West for organizing this.

Treasurer's Report – Tom Borden & Cheryl Orr

2020 EFHOA Year-End Statement

Tom Borden moved to approve, with a second from Sharon Saltzgaber that the 2020 EFHOA Year-End Statement be accepted. John S. asked if there were any questions or discussion. Hearing none, the Board voted approval.

2021 Lot Assessments Update

Tom reported that there were 2 addition Fees checks received since the last "Fees Report" was sent out. Cary Ford asked Tom to check his e-mail list to see that his e-address is on the distribution list.

Tom reported that second notices were sent out. Approximately 14-15 Email letters with the 2nd notice and seven USPS letters were mailed.

The second notice e-mail and letter tell residents that there is a \$10.00 fine for each late month, and that this is the only reminder they will receive. Following the March 3 deadline, Tom drafts a lien on the property. Liens cost the Association \$30.00 to file and another \$30.00 to remove. We try to have as few liens as possible.

Asked when this money is recouped, Tom answered that at the time of the sale of a house, EFHOA is on the list of creditors, but very low down on list.

Secretary's Report – Karen Glickman

Bryan LeRoy, Meridian Twp Police officer and Neighborhood contacts the neighborhood via Chris Collette, Neighborhood Watch contact. He writes a monthly report. We can let him know of problems. He is encouraging us to let Meridian Police know about elderly neighbors who might need to be checked up on.

Motion: Karen Glickman moved to approve, with a second from John McKinley that board's email vote on December 18, 2020 to change the association's web domain name from efhoa.com to EverettHOA.com be included as an addendum to the minutes of the board's February 10, 2021 meeting. John S. asked if there were any questions or discussion. Hearing none, the Board voted approval.

Karen reported that ASAP Printing, 2323 Jolly Road, had the best price for printing return addresses on #10 envelopes that the Association already owned. Very accommodating folks. We now have several year's worth of envelopes for mailing the assessment notices and other mailings. If we order printed material, might want to include ASAP on the bid.

Committee Reports

Architecture & Landscaping Committee – Cary Ford

Cary met with Gary Wedge and also talked to the Motleys. They are moving forward with their building/renovation project, but it is going slower than expected.

Grounds Committee – John McKinley

John M. has 3 bids from Lawn & Landscape companies. He'll share this information with the Landscape committee and then hire one of the companies. He also reported on a long-time neighbor, Ron Hageman who passed away.

Resident Outreach Committee – John Saltzgaber for Chuck Williams

John S. reported that he consulted with Chuck and drafted and sent an updated version of the *New Resident Welcome Letter*. He also drafted a *Welcome to the Neighborhood* flyer. *Delaney McKinley moved to approve, with a second from Sharon Saltzgaber the "Welcome to the Neighborhood" letter.* John S. asked if there were any questions or discussion. Hearing none, the Board voted approval.

Sharon Saltzgaber moved to approve, with a second from Delaney McKinley the draft "Everett HOA Welcome Flyer" and authorized the design and printing of 200 copies (1 per property, plus a supply for new residents) provided the cost does not exceed \$300. John S. asked if there were any questions or discussion. Hearing none, the Board voted approval.

Old Business

John S. reported that Mark Watrich has redesigned and reorganized our association using information from various sources, including the old website, board meeting minutes and association newsletters and added several photos.

Tom Borden added many thanks to Mark Watrich as well, and reported that he (Mark) seems to be OK with being the Association webmaster. John and Tom suggested that everyone take a look at the new website if you have not viewed it yet, please do so. Here's the complete address:

<http://www.sites.google.com/view/everetthoa>

Board Job Descriptions

Tom Borden volunteered at our November 9, 2020 meeting to review the job descriptions for the association officers and committee chairs and put together suggested revisions for our consideration and action. This review is underway and will be going out to the Board as a proposal once it's completed. Once the job descriptions are completed and approved, we may want to consider amending the bylaws to align with them.

Tom reported that he is still looking into reviewing the Association's Declaration of Restrictions documents. Cary Ford offered to look at all the restrictions to see if there are differences and similarities and report his findings to the board.

A question was raised about who has the authority (the board or all of the association members) to amend the association bylaws and the Declaration of Restrictions. John S. pointed out that the bylaws allow the Board to amend them (Article XIV) as was the case when we voted as a board to change the annual meeting date from the first Tuesday in November to the second Tuesday in November. Who has the authority to modify, or consolidate the Declarations of Restrictions needs to be investigated before any action is taken by the board.

New Business

Association Name Change?

John S. stated that the new website and the Association Gmail address, are now generic "Everett Homeowners Association". The Board discussed the possibility and feasibility of changing all the documents with the word "Farm" or "Woods" in titles, to the generic name – E H A; Everett Homeowners Association.

It was suggested that one of our association members, Brittany Catterick, be contacted about the feasibility of making this change and what would be involved. Cary Ford volunteered to contact Brittany and do some research on this. He suggested we post any proposed changes on the website and also in the Newsletter.

John S. asked Cary Ford to do some research on this.

He would suggest we post our findings on the website and also in the Newsletter.

Neighborhood Garage Sale?

John S. brought up the subject of a neighborhood garage sale in late summer – hoping that the COVID-19 is under control enough by then to have this. Tom B. reported that Siri Rainone has organized several of these in past years. The neighborhood-wide garage sales were popular and brought out a lot of neighbors. We'll continue the discussion and try to plan for late summer.

Next Meetings:

- May 12, 2021 – Board of Directors Meeting
- August 11, 2021 – Board of Directors Meeting
- November 8, 2021 – EFHOA Annual Meeting & Board of Directors Meeting

Adjournment

There being no further business to be conducted, Sharon S. moved that the meeting be adjourned. The motion was seconded by Karen G.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,
Karen B. Glickman, Secretary