

Cambridge Heights Homeowners Association

Board Meeting Minutes

Date: June 10, 2025

Time: 6:00 p.m.

Location: <https://us06web.zoom.us/j/86157054057?pwd=WogaVL9QcaT0Vp7sGaaMJLFWYeG9KI.1>

Action Items

1. **Stacy** will contact Jeff with The Spa and Pool Shoppe to determine the capacity of the pool area and deck. – *Done*
 2. **Stacy** will contact Cagle Pugh to find out what is owed for the seven accounts they currently have. – *Contact made, awaiting response*
 3. **Stacy** will ask Porter to check skimmer baskets as part of their service and ask the pool maintenance to check garbage cans. – *Done*
 4. **Stacy** will ask Amy D. to set up a meeting with Cheryl regarding monthly financials. – *Done*
 5. **Stacy** will ask Clint Brown regarding the cost involved in moving everything from Cagle Pugh to RMWBH. – *Done*
 6. **Stacy** will send the Clint Hayes lien list to the Board of Directors. – *Done*
 7. **Stacy** will send out the last three months of new owner information to the Welcome Committee. – *Done*
 8. **Stacy** will price door sitters for the pool. – *Estimate sent to Board and Pool Committee*
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Attendees

- **Tiffany Howard**
 - **Cheryl Johnson**
 - **Stacy Knispel**, Community Manager
 - Members of the community were also present.
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Meeting Called to Order

- Tiffany Howard called the meeting to order at **6:02 p.m.**
 - A quorum was established two of the three Board members present via Zoom.
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Approval of Prior Meeting Minutes

- Tiffany moved to approve the minutes from the **April 29, 2025**, meeting.
 - Cheryl seconded the motion.
 - **Minutes approved.**
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Committee Updates

- **ACC Committee:** No updates currently.
 - **Social Committee:**
 - Pool party to be rescheduled for the end of June.
 - Trish would like to explore purchasing a grill, pending Board approval.
 - **Welcome Committee:** No report.
 - **Maintenance Committee:** No report.
 - **Publicity Committee:** The Board is actively seeking volunteers for this committee.
 - **Pool Committee:**
 - Stephen Lutostanski has been appointed as the new Pool Committee Director, with Corrinna Krause assisting.
 - The committee is exploring the idea of hiring someone to “babysit” the pool door, which may be more cost-effective than a monitor.
 - Cothron's appointment is scheduled for Thursday between 1:00 p.m. – 4:00 p.m.
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Homeowner Concerns

- Concerns were raised regarding the pool being closed due to the gate springs not working. The Board is hopeful that hiring a gate monitor will be a viable solution.
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Financial Report

- Cheryl requested a breakdown of the amounts owed by the accounts handled through Cagle Pugh.
 - She also asked me to move forward with scheduling a meeting with Amy to review and discuss monthly financials.
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Old Business

- **Irrigation:** Repairs to the pool area have been completed.
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New Business

- No new business was introduced at this time.
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Collection and Enforcement Policies

- Due to time constraints, the discussion and adoption of updated Collection and Enforcement Policies have been postponed to the next meeting on **June 24, 2025**.
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Adjournment

- Tiffany adjourned the meeting at **7:14 p.m.**
- The Board then moved to Executive Session.