**Adams West Homeowners’ Association Board Meeting – Feb. 2023**

Meeting called to order at 7pm on February 9, 2023

Attendees:

1. Peter Edelstein - President
2. Christine Bennett- Beautification and Directory Committee
3. Cindy Lapnowski - Treasurer
4. Andrea Potok- Welcoming Committee
5. Melissa Rondy - Secretary
6. Gautam Gupta – Social Committee

Minutes from January 2023 meeting were posted by Christine- Peter thanked Melissa for the detailed minutes.

**Treasurer Report- Cindy**

1. 2023 dues are starting to be received. There are were 166 outstanding as of 1/31/23 and as of 2/13/23 132 are outstanding.
	1. Zelle has been effective method for payment and monies can be refunded, if there is an overpayment.
	2. Checks are also additional acceptable method for payment.
2. Peter will help with collecting dues payments
3. Christine was asked if she will need monies in March.
	1. Christine will need 50% of the total cost for the signs once purchase order is confirmed. She will follow-up with Cindy.
	2. At this time, Christine has to check if any other additional monies are needed.
4. Ending balance for 2022 and as of 1/1/23 was $33, 137.79.
	1. 18,115 was deposited as of time of the meeting
	2. 50,417.58 in account as of 1/31/23. This includes 10,000 on reserve.
	3. Gautam was paid $835 for the December party.
5. Insurance renewal is due in March. Cindy to call about the bill.
6. Putting reserve in a checking account should not affect non-profit status.

**Open Business**

1. Safety concern- about lack of speed limit identified on Salem. Melissa did ask and received an affirmative that that the concerned resident is reaching out to the city.
2. If radar sign is available a few key areas need to be addressed: Salem, Snowden, Tacoma, and Burlington.

**Committee Reports**

1. **Beautification Committee- Christine**
	1. Too early to reach out about landscaping.
	2. Issue with Saratoga- someone ran over the landscaping on the island. There will need to be bushes and flowers replaced.
	3. Christine can remove some of the old/dead items.
	4. Sign- will take 3 to 4 weeks once ordered.
	5. Annual HOA resident address book will be printed around 5/14/23. Will need updated information by residents by 3/27/23.
2. **Welcoming Committee – Andrea**
	1. No homes currently for sale. The last home was in October/November of 2022 on Salem.
	2. 2023 Welcome Plan-Chamber of Commerce Information and a plant to be delivered in the nice weather.
	3. 70% Clicks on the last e-mail sent out.
3. **Social- Gautum**
	1. 2023 plans:
		1. Easter (April 2023) – in Thornridge-early April
		2. Summer Party- looking at June for time frame. Looking at ice cream social, lemonade stand, etc.
4. **New Business**
	1. Facebook and homepage websites are updated.
	2. Recruiting (Peter) – looking for additional residents to participate in the HOA
		1. Online Annual Meeting
		2. Sign Boards
		3. Nextdoor app
	3. Start by-law review in March – meet with Thorn Ridge (Kelly) and discuss attorney for it.

**Miscellaneous Topics**

Next meeting is 3/15/23 at 7pm via Zoom.

**Meeting adjourned at 8:00 pm.**

**Adams West Homeowners’ Association Board Meeting – Mar. 2023**

Meeting called to order at 7pm on March 16, 2023

Attendees:

Peter Edelstein - President

Christine Bennet- Beautification and Directory Committee

Andrea Potok- Welcoming Committee

Melissa Rondy - Secretary

**Treasurer Report- Cindy (Peter reported)**

1. Peter picked up approximately 50 checks and has 15-20 to deposit.
2. Approximately 55 residents still need to pay.
3. One resident was unaware of the amount for dues. A notice will be sent t
4. Peter will be collecting dues until the end of the month.
5. February ended with approximately $50,000 in account and with recent deposit of $11,032, the total is $60,915 in the account.

**Open Business**

1. Minutes were not received for February for review. They will be sent along with March’s minutes and sent out in one communication.
2. Safety concern- about lack of speed limit identified on Salem. Melissa will reach out to OC Sheriff Department about use of radar (speed indicator) sign for the following roads: Salem, Snowden, Tacoma, and Burlington.

**Committee Reports**

**Beautification Committee- Christine**

* 1. Landscaper was contacted and contract is signed. Cindy has set-up payments.
		1. Total Cost: $21,228
		2. 30 yards of mulch, additional mulch may be needed for Annchester Ct (will know once snow melts)
		3. 3 weedings were added for playground
		4. Mowing will stay the same schedule
		5. Increase cost for fall and spring cleaning
		6. First payment due- April 1st (Peter requested copy of contract)
	2. Saratoga entrance issue- repairs will occur in Spring
	3. Entrance Signage- Rochester Sign Company has been very busy. More information about sign letters and background and dates will occur before next meeting.
	4. Annual HOA resident Directory has frontage info completed. Waiting on excel information sheet to complete information. Requested earlier print date then 5/14/23. If not feasible, the directories will be printed and mailed out by 6/14/23.

**Welcoming Committee – Andrea**

* 1. No homes currently for sale. The last home was in October/November of 2022 on Salem.
	2. 70% Clicks on the last e-mail sent out.

**Social- Gautum (Peter reported)**

* 1. 2023 plans:
		1. Easter (April 2023) – in Thornridge
			1. Scheduled for 4/8/23 from 10-11am (bring own basket for egg hunt)
			2. Information is on website and Christine to post on Facebook
		2. Summer Party- no updates at this time

**New Business**

1. Recruiting (Peter) – looking for additional residents to participate in the HOA. Board members are canvasing neighbors. Create flyer and distribute.

**Miscellaneous Topics**

1. Next meeting is 4/12/23 at 7pm via Zoom.

**Meeting adjourned at 7:40 pm.**