THE BOARD OF DIRECTORS OF COMMONWEALTH CIVIC ASSOCIATION HELD THEIR REGULAR BOARD OF DIRECTORS MEETING ON THURSDAY, APRIL 25, 2019 AT 6:00 P.M. AT THE ASSOCIATION CLUBHOUSE. MEETING NOTICE ATTACHED AS EXHIBIT "A".

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DIRECTORS PRESENT: Dave Bristow, Rajesh Walawalker and Courtney Hochhalter. Sumita Ghosh and Judy Dae were not in attendance. Also present: Heather Esteban of Crest Management Company and homeowner Jim Levermann.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:10 P.M. by Dave Bristow. The agenda was adopted as presented.

DISPOSITION OF MINUTES

The Board was presented with the minutes of the March 28, 2019 meeting. After discussion, a motion was made, seconded and the minutes were approved.

FINANCIALS

The March 31, 2019 financials were presented to the Board. As of March 31, 2019, there was a total cash balance of $1,234,871.62 in the Operating Account, the Capital Reserve Account had a balance of $399,591.80 and the Non-Capital Reserve Account had a balance of $373,072.62. Account receivables totaled $74,791.14.

BUSINESS

2018 Draft Audit – The Board was presented with the 2018 draft audit to review. Discussion and approval of the draft audit was tabled until the next Board meeting.

2019 Annual Meeting – The Board reviewed the annual meeting notice so that it could be mailed. The Board also discussed the upcoming meeting agenda.

Clubhouse Alarm – The Board discussed the information from Fort Know Security sent to them via email. The Board asked Ms. Esteban to clarify the contract term.

AED's at Pools – The Board discussed the recent recommendation made by the pool company to install AED devices at each pool. The Board instructed Ms. Esteban to ask the attorney a few questions and to see if the AED's could be rented from the pool company.

Tennis Court Sign – The Board reviewed a proposal to install a sign at the tennis courts stating coaches must register with the HOA. After discussion and review the Board tabled the decision on the sign.

Tennis Court Access Control – The Board was presented with a proposal to install electronic key card access at both tennis court locations. After discussion the Board instructed Ms. Esteban to obtain 2 additional bids.

2019-2021 Audit Engagement Letter – The Board was presented with the engagement letter from Barry Wuntch to perform the 2019-2021 audit and taxes. After discussion the Board instructed Ms. Esteban to obtain other proposals.

Knightsbridge Fountains – The Board was presented with a proposal from Lake Pro to install new fountains at the Knightsbridge location. After discussion and review the Board instructed Ms. Esteban to obtain other proposals as well as pull the proposal where Lake Pro replaced the fountains at Stocksbridge for comparison.

Tree Removal – The Board was presented with a proposal to remove 10 trees throughout the community that are showing signs of decay and pose a safety hazard. After discussion and review the Board approved the proposal.

Clubhouse Monument Sign Landscaping – The Board was presented with a proposal to redesign the landscape beds around the monument sign. After discussion and review the Board approved the proposal.

Action Item Report – The Board reviewed the action item report as presented by Ms. Esteban.

EXECUTIVE SESSION

The Board reviewed the collection report as presented by Ms. Esteban. The Board approved sending 23 accounts to the attorney for collection pursuit.

The Board reviewed the deed restriction report as presented by Ms. Esteban.

NEXT MEETING
The next regular Board meeting will be held on Thursday, May 23, 2019 at 6:00 p.m.

ADJOURNMENT
There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 8:00 pm.

APPROVED:



Dave Bristow, President